

**ANSI/ASHRAE Standard 62.1-2004**  
(Includes ANSI/ASHRAE Addenda listed in Appendix H)



# **ASHRAE STANDARD**

## **Ventilation for Acceptable Indoor Air Quality**

See Appendix H for approval dates by the ASHRAE Standards Committee, the ASHRAE Board of Directors, and the American National Standards Institute.

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#### NOTE

When addenda, interpretations, or errata to this standard have been approved, they can be downloaded free of charge from the ASHRAE Web site at <http://www.ashrae.org>.

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## FOREWORD

ANSI/ASHRAE Standard 62.1-2004 is the latest edition of Standard 62, which has been given the new designation of 62.1 to distinguish it from ANSI/ASHRAE Standard 62.2-2004, *Ventilation and Acceptable Indoor Air Quality in Low-Rise Residential Buildings*. The 2004 edition combines Standard 62-2001 and the seventeen approved and published addenda to the 2001 edition, thereby providing an easy-to-use consolidated standard. Specific information on the contents of each addendum and its approval dates are included in informative Appendix H at the end of this standard.

First published in 1973, Standard 62.1 is now updated on a regular basis using ASHRAE's continuous maintenance procedures. According to these procedures, Standard 62.1 is continuously revised—potentially several times a year—by addenda that are publicly reviewed, approved by ASHRAE and ANSI, and published on the ASHRAE web site. Because the standard changes as new addenda are published, users are encouraged to sign up for the free internet list server for this standard, which provides notice of all public reviews and approved and published addenda and errata. Users who prefer not to subscribe to the list server may periodically review the ASHRAE web site to ensure that they have all of the published addenda.

Standard 62.1 has undergone some key changes over the years to reflect the benefits of experience and ongoing research about air quality. While the purpose of the standard has remained consistent—"to specify minimum ventilation rates and indoor air quality that will be acceptable to human occupants and are intended to minimize the potential for adverse health effects"—the means of achieving this goal have evolved. In its first edition the standard adopted a prescriptive approach to ventilation by specifying both minimum and recommended outdoor air flow rates to obtain acceptable indoor air quality for a variety of indoor spaces. In the 1981 edition of the standard an alternative procedure, the *Indoor Air Quality (IAQ) Procedure*, was introduced. This performance-based procedure allowed the use of any amount of outdoor air deemed necessary if the designer can show that the levels of indoor air contaminants are held below recommended limits. Today the standard still retains the two procedures for ventilation design, the *IAQ Procedure* and the *Ventilation Rate Procedure*.

Since 2001, the last time the standard was published in its entirety, it has been updated and revised in a number of significant ways:

- The *IAQ Procedure* is modified by converting the material in the standard into requirements that are stated in mandatory and enforceable language. (Addendum 62h)
- The *Ventilation Rate Procedure* is revised to reflect recent information regarding ventilation impacts on

indoor air quality and to clarify the adjustments necessary for space air distribution and system efficiency of multi-zone recirculating systems. The breathing zone ventilation rate now includes both an area-related component and an occupant-density-related component, which are added together to determine the required ventilation for the space. (Addendum 62n)

- The Minimum Ventilation Rate table is revised to apply only to no-smoking spaces by deleting smoking lounges from the list of occupancy categories. Also, some rates are lowered based upon their application to no-smoking spaces only. For smoking-permitted spaces, additional (but unspecified) ventilation in excess of the rates listed in the table is required. (Addendum 62o)
- A new informative appendix, Appendix G, is added. Entitled "Application and Compliance," Appendix G provides guidance on when the standard applies to new and existing buildings. It also contains a code-intended language version that could be adopted, with or without modification, by jurisdictions that have not adopted a building code. (Addendum 62k)
- Requirements concerning indoor air humidity and the building envelope are added and other requirements are clarified to avoid potential indoor air quality problems. Building pressurization is required to minimize infiltration of moist indoor air. (Addendum 62x)
- Requirements are added to ensure that air distribution systems are capable of delivering outdoor air to the occupied spaces. (Addendum 62v)
- A requirement is added for particle filtration when outdoor air particulate levels are deemed harmfully high by cognizant authorities. (Addendum 62r)
- Air is classified with respect to contaminant and odor intensity, and limits are placed on the recirculation of lower-quality air into spaces containing air of higher quality. (Addendum 62y)
- Air cleaning requirements are added for ozone in outdoor air. Gaseous air cleaning is required when the second-highest daily maximum one-hour average concentration exceeds 0.160 ppm (313  $\mu\text{g}/\text{m}^3$ ). (Addendum 62z)
- Informative Appendix B, is updated and clarified. Renamed to "Summary of Selected Air Quality Guidelines," Appendix B provides resources for designers using the *Indoor Air Quality Procedure*. (Addendum 62ad)
- The purpose and scope of the standard are revised to clarify its relevance to new and existing buildings and its coverage of laboratory and industrial spaces. (Addendum 62af)

For more specific information on these changes and on other revisions made to the standard by other addenda, refer to informative Appendix H at the end of this standard.

Users of the standard are encouraged to use the continuous maintenance procedure to suggest changes for further improvements. A form for submitting proposed changes to the standard is included in the back of this edition. The project committee for Standard 62.1 will take formal action on all proposals received.



## 1. PURPOSE

1.1 The purpose of this standard is to specify minimum ventilation rates and indoor air quality that will be acceptable to human occupants and are intended to minimize the potential for adverse health effects.

1.2 This standard is intended for regulatory application to new buildings, additions to existing buildings, and those changes to existing buildings that are identified in the body of the standard.

1.3 This standard is intended to be used to guide the improvement of indoor air quality in existing buildings.

## 2. SCOPE

2.1 This standard applies to all indoor or enclosed spaces that people may occupy, except where other applicable standards and requirements dictate larger amounts of ventilation than this standard. Release of moisture in residential kitchens and bathrooms, locker rooms, and swimming pools is included in the scope of this standard.

2.2 Additional requirements for laboratory, industrial, and other spaces may be dictated by workplace and other standards, as well as by the processes occurring within the space.

2.3 Although the standard may be applied to both new and existing buildings, the provisions of this standard are not intended to be applied retroactively when the standard is used as a mandatory regulation or code.

2.4 This standard considers chemical, physical, and biological contaminants that can affect air quality. Thermal comfort requirements are not included in this standard.

2.5 Acceptable indoor air quality may not be achieved in all buildings meeting the requirements of this standard for one or more of the following reasons:

- (a) because of the diversity of sources and contaminants in indoor air;
- (b) because of the many other factors that may affect

occupant perception and acceptance of indoor air quality, such as air temperature, humidity, noise, lighting, and psychological stress;

(c) because of the range of susceptibility in the population; and

(d) because outdoor air brought into the building may be unacceptable or may not be adequately cleaned.

## 3. DEFINITIONS (see Figure 3.1)

**acceptable indoor air quality:** air in which there are no known contaminants at harmful concentrations as determined by cognizant authorities and with which a substantial majority (80% or more) of the people exposed do not express dissatisfaction.

**air-cleaning system:** a device or combination of devices applied to reduce the concentration of airborne contaminants, such as microorganisms, dusts, fumes, respirable particles, other particulate matter, gases, and/or vapors in air.

**air conditioning:** the process of treating air to meet the requirements of a conditioned space by controlling its temperature, humidity, cleanliness, and distribution.

**air, ambient:** the air surrounding a building; the source of outdoor air brought into a building.

**air, exhaust:** air removed from a space and discharged to outside the building by means of mechanical or natural ventilation systems.

**air, indoor:** the air in an enclosed occupiable space.

**air, makeup:** any combination of outdoor and transfer air intended to replace exhaust air and exfiltration.

**air, outdoor:** ambient air that enters a building through a ventilation system, through intentional openings for natural ventilation, or by infiltration.

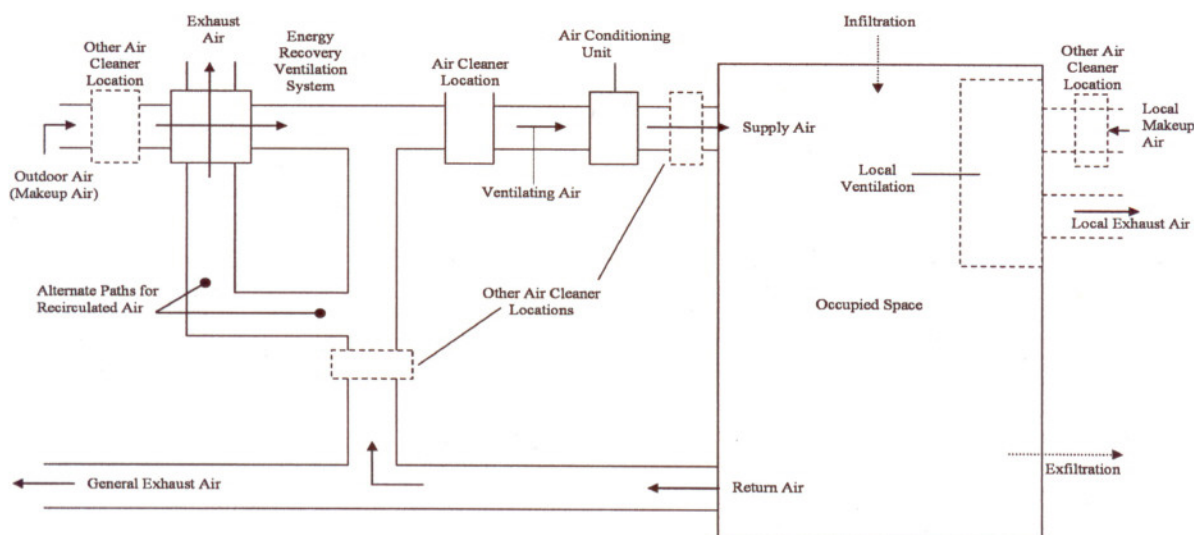


Figure 3.1 Ventilation system.



**air, recirculated:** air removed from a space and reused as supply air.

**air, return:** air removed from a space to be then recirculated or exhausted.

**air, supply:** air delivered by mechanical or natural ventilation to a space, composed of any combination of outdoor air, recirculated air, or transfer air.

**air, transfer:** air moved from one indoor space to another.

**air, ventilation:** that portion of supply air that is outdoor air plus any recirculated air that has been treated for the purpose of maintaining acceptable indoor air quality.

**breathing zone:** the region within an occupied space between planes 3 and 72 in. (75 and 1800 mm) above the floor and more than 2 ft (600 mm) from the walls or fixed air-conditioning equipment.

**cognizant authority:** an agency or organization that has the expertise and jurisdiction to establish and regulate concentration limits for airborne contaminants; or an agency or organization that is recognized as authoritative and has the scope and expertise to establish guidelines, limit values, or concentrations levels for airborne contaminants.

**concentration:** the quantity of one constituent dispersed in a defined amount of another.

**conditioned space:** that part of a building that is heated or cooled, or both, for the comfort of occupants.

**contaminant:** an unwanted airborne constituent that may reduce acceptability of the air.

**energy recovery ventilation system:** a device or combination of devices applied to provide the outdoor air for ventilation in which energy is transferred between the intake and exhaust airstreams.

**exfiltration:** uncontrolled outward air leakage from conditioned spaces through unintentional openings in ceilings, floors, and walls to unconditioned spaces or the outdoors caused by pressure differences across these openings due to wind, inside-outside temperature differences (stack effect), and imbalances between supply and exhaust airflow rates.

**industrial space:** an indoor environment where the primary activity is production or manufacturing processes. The processes in these spaces may generate contaminants with characteristics and in quantities dictating that principles of worker safety and industrial hygiene be used to define contaminant control strategies, including ventilation. Also, the primary occupants of these spaces consist of the individuals involved in these processes.

**infiltration:** uncontrolled inward air leakage to conditioned spaces through unintentional openings in ceilings, floors, and

walls from unconditioned spaces or the outdoors caused by the same pressure differences that induce exfiltration.

**mechanical ventilation:** ventilation provided by mechanically powered equipment, such as motor-driven fans and blowers, but not by devices such as wind-driven turbine ventilators and mechanically operated windows.

**microorganism:** a microscopic organism, especially a bacterium, fungus, or a protozoan.

**natural ventilation:** ventilation provided by thermal, wind, or diffusion effects through doors, windows, or other intentional openings in the building.

**net occupiable space:** the floor area of an occupiable space defined by the inside surfaces of its walls but excluding shafts, column enclosures, and other permanently enclosed, inaccessible, and unoccupiable areas. Obstructions in the space such as furnishings, display or storage racks, and other obstructions, whether temporary or permanent, may not be deducted from the space area.

**occupiable space:** an enclosed space intended for human activities, excluding those spaces intended primarily for other purposes, such as storage rooms and equipment rooms, that are only occupied occasionally and for short periods of time.

**odor:** a quality of gases, liquids, or particles that stimulates the olfactory organ.

**readily accessible:** capable of being reached quickly for operation without requiring those for whom ready access is required to climb over or remove obstacles or to resort to portable ladders, chairs, or other climbing aids.

**ventilation:** the process of supplying air to or removing air from a space for the purpose of controlling air contaminant levels, humidity, or temperature within the space.

**volume, space:** the total volume of an occupiable space enclosed by the building envelope, plus that of any spaces permanently open to the occupiable space, such as a ceiling attic used as a ceiling return plenum.

**zone:** one occupied space or several occupied spaces with similar occupancy category (see Table 6-1), *occupant density*, *zone air distribution effectiveness* (see Section 6.2.2.2), and *zone primary airflow* (see Section 6.2.5.1) per unit area. **Note:** A ventilation zone is not necessarily an independent thermal control zone; however, spaces that can be combined for load calculations can often be combined into a single zone for ventilation calculations.

#### 4. OUTDOOR AIR QUALITY

Outdoor air quality shall be investigated in accordance with Sections 4.1 and 4.2 prior to completion of ventilation system design. The results of this investigation shall be documented in accordance with Section 4.3.



**4.1 Regional Air Quality.** The status of compliance with national ambient air quality standards shall be determined for the geographic area of the building site. In the United States, compliance status shall be either in "attainment" or "non-attainment" with the *National Ambient Air Quality Standards* (NAAQS)<sup>1</sup> for each pollutant shown in Table 4-1. In the United States, areas with no EPA compliance status designation shall be considered "attainment" areas.

**4.2 Local Air Quality.** An observational survey of the building site and its immediate surroundings shall be conducted during hours the building is expected to be normally occupied to identify local contaminants from surrounding facilities that may be of concern if allowed to enter the building.

**4.3 Documentation.** Documentation of the outdoor air quality investigation shall be reviewed with building owners or their representative and shall include the following:

1. Regional air quality compliance status. **Note:** Regional outdoor air quality compliance status for the United States is available from the U.S. Environmental Protection Agency located under [www.epa.gov](http://www.epa.gov).
2. Local survey information, which may include the following:
  - (a) Date of observations
  - (b) Time of observations
  - (c) Area surveyed
  - (d) Description of nearby facilities
  - (e) Observation of odors or irritants
  - (f) Description of visible plumes or air contaminants
  - (g) Description of nearby sources of vehicle exhaust
  - (h) Direction of prevailing winds
3. Conclusions regarding the acceptability of outdoor air quality based on consideration of information from investigation.

## 5. SYSTEMS AND EQUIPMENT

**5.1 Natural Ventilation.** Use of natural ventilation systems designed in accordance with this section shall be permitted in lieu of or in conjunction with mechanical ventilation systems.

**Exception to 5.1:** An engineered natural ventilation system when approved by the authority having jurisdiction need not meet the requirements of 5.1.1 and 5.1.2.

**5.1.1 Location and Size of Openings.** Naturally ventilated spaces shall be permanently open to and within 8 m (25 ft) of operable wall or roof openings to the outdoors, the openable area of which is a minimum of 4% of the net occupiable floor area. Where openings are covered with louvers or otherwise obstructed, openable area shall be based on the free unobstructed area through the opening. Where interior spaces without direct openings to the outdoors are ventilated through adjoining rooms, the opening between rooms shall be permanently unobstructed and have a free area of not less than 8% of the area of the interior room nor less than 25 ft<sup>2</sup> (2.3 m<sup>2</sup>).

**TABLE 4-1**  
**National Primary Ambient-Air Quality Standards**  
**for Outdoor Air as Set by the**  
**U.S. Environmental Protection Agency**

Contaminant	Long Term			Short Term		
	Concentration Averaging			Concentration Averaging		
	µg/m <sup>3</sup>	ppm		µg/m <sup>3</sup>	ppm	
Sulfur dioxide	80	0.03	1 year	365 <sup>a</sup>	0.14 <sup>a</sup>	24 hours
Particles (PM 10)	50 <sup>b</sup>	—	1 year	150 <sup>a</sup>	—	24 hours
Carbon monoxide				40,000 <sup>a</sup>	35 <sup>a</sup>	1 hour
Carbon monoxide				10,000 <sup>a</sup>	9 <sup>a</sup>	8 hours
Oxidants (ozone)				235 <sup>c</sup>	0.12 <sup>c</sup>	1 hour
Nitrogen dioxide	100	0.055	1 year			
Lead	1.5	—	3 months <sup>d</sup>			

a Not to be exceeded more than once per year.

b Arithmetic mean.

c Standard is attained when expected number of days per calendar year with maximal hourly average concentrations above 0.12 ppm (235 µg/m<sup>3</sup>) is equal to or less than 1, as determined by Appendix H to subchapter C, 40 CFR 50.

d Three-month period is a calendar quarter.

**5.1.2 Control and Accessibility.** The means to open required operable openings shall be readily accessible to building occupants whenever the space is occupied.

**5.2 Ventilation Air Distribution.** Ventilating systems shall be designed in accordance with the following:

**5.2.1 Designing for Air Balancing.** The ventilation air distribution system shall be provided with means to adjust the system to achieve at least the minimum ventilation airflow as required by Section 6 under any load condition.

**5.2.2 Plenum Systems.** When the ceiling or floor plenum is used both to recirculate return air and to distribute ventilation air to ceiling-mounted or floor-mounted terminal units, the system shall be engineered such that each space is provided with its required minimum ventilation airflow. **Note:** Direct connection of ventilation air ducts to ventilating terminal units is an alternate method of satisfying the intent of this requirement.

**5.2.3 Documentation.** The design documents shall specify minimum requirements for air balance testing or reference applicable national standards for measurement and balancing airflow. The design documentation shall state assumptions that were made in the design with respect to ventilation rates and air distribution.

**5.3 Exhaust Duct Location.** Exhaust ducts that convey potentially harmful contaminants shall be negatively pressurized relative to spaces through which they pass, so that exhaust air cannot leak into occupied spaces; supply, return, or outdoor air ducts; or plenums. **Exception:** Exhaust ducts that are sealed in accordance with SMACNA Seal Class A.<sup>2</sup>

**5.4 Ventilation System Controls.** Mechanical ventilation systems shall include controls, manual or automatic, that enable the fan system to operate whenever the spaces served are occupied. The system shall be designed to maintain the minimum outdoor airflow as required by Section 6 under any



**TABLE 5-1 Air Intake Minimum Separation Distance**

Object	Minimum Distance, ft (m)
Significantly contaminated exhaust (Note 1)	15 (5)
Noxious or dangerous exhaust (Notes 2 and 3)	30 (10)
Vents, chimneys, and flues from combustion appliances and equipment (Note 4)	15 (5)
Garage entry, automobile loading area, or drive-in queue (Note 5)	15 (5)
Truck loading area or dock, bus parking/idling area (Note 5)	25 (7.5)
Driveway, street, or parking place (Note 5)	5 (1.5)
Thoroughfare with high traffic volume	25 (7.5)
Roof, landscaped grade, or other surface directly below intake (Notes 6 and 7)	1 (0.30)
Garbage storage/pick-up area, dumpsters	15 (5)
Cooling tower intake or basin	15 (5)
Cooling tower exhaust	25 (7.5)

Note 1: Significantly contaminated exhaust is exhaust air with significant contaminant concentration, significant sensory-irritation intensity, or offensive odor.

Note 2: Laboratory fume hood exhaust air outlets shall be in compliance with NFPA 45-1991<sup>3</sup> and ANSI/IIHA Z9.5-1992.<sup>4</sup>

Note 3: Noxious or dangerous exhaust is exhaust air with highly objectionable fumes or gases and/or exhaust air with potentially dangerous particles, bioaerosols, or gases at concentrations high enough to be considered harmful. Information on separation criteria for industrial environments can be found in the ACGIH Industrial Ventilation Manual<sup>5</sup> and in the *ASHRAE Handbook—HVAC Applications*.<sup>6</sup>

Note 4: Shorter separation distances are permitted when determined in accordance with (a) Chapter 7 of ANSI Z223.1/NFPA 54-2002<sup>7</sup> for fuel gas burning appliances and equipment; (b) Chapter 6 of NFPA 31-2001<sup>8</sup> for oil burning appliances and equipment, or (c) Chapter 7 of NFPA 211-2003<sup>9</sup> for other combustion appliances and equipment.

Note 5: Distance measured to closest place that vehicle exhaust is likely to be located.

Note 6: No minimum separation distance applies to surfaces that are sloped more than 45 degrees from horizontal or that are less than 1 in. (3 cm) wide.

Note 7: Where snow accumulation is expected, distance listed shall be increased by the expected average snow depth.

load condition. **Note:** VAV systems with fixed outdoor air damper positions must comply with this requirement at minimum supply airflow.

**5.5 Airstream Surfaces.** All airstream surfaces in equipment and ducts in the heating, ventilating, and air-conditioning system shall be designed and constructed in accordance with the following requirements.

**5.5.1 Resistance to Mold Growth.** Material surfaces shall be determined to be resistant to mold growth in accordance with a standardized test method, such as the “Mold Growth and Humidity Test” in UL 181,<sup>10</sup> ASTM C 1338,<sup>11</sup> or comparable test methods.

**Exception to 5.5.1:** Sheet metal surfaces and metal fasteners.

**Note:** Even with this resistance, any airstream surface that is continuously wetted is still subject to microbial growth.

**5.5.2 Resistance to Erosion.** Airstream surface materials shall be evaluated in accordance with the “Erosion Test” in UL 181<sup>10</sup> and shall not break away, crack, peel, flake off, or show evidence of delamination or continued erosion under test conditions.

**Exception to 5.5.2:** Sheet metal surfaces and metal fasteners.

**5.6 Outdoor Air Intakes.** Ventilation system outdoor intakes shall be designed in accordance with the following.

**5.6.1 Location.** Outdoor air intakes, including doors and windows that are required as part of a natural ventilation system, shall be located such that the shortest distance from the intake to any specific potential outdoor contaminant source shall be equal to or greater than the separation distance listed in Table 5-1. **Exception:** Other minimum separation distances are acceptable if it can be shown that an equivalent or lesser rate of introduction of outdoor air contaminants will be attained. **Note:** Appendix F presents an acceptable alternative method of determining the minimum separation distance.

**5.6.2 Rain Entrainment.** Outdoor air intakes that are part of the mechanical ventilation system shall be designed to manage rain entrainment in accordance with any one of the following:

- Limit water penetration through the intake to 0.07 oz/ft<sup>2</sup>·h (21.5 g/m<sup>2</sup>·h) of inlet area when tested using the rain test apparatus described in Section 58 of UL 1995.<sup>12</sup>
- Select louvers that limit water penetration to a maximum of 0.01 oz/ft<sup>2</sup> (3 g/m<sup>2</sup>) of louver free area at the maximum intake velocity. This water penetration rate shall be determined for a minimum 15-minute test duration when subjected to a water flow rate of 0.25 gal/min (16 mL/s) as described under the Water Penetration Test in AMCA 500-L-99<sup>13</sup> or equivalent. Manage the water that penetrates the louver by providing a drainage area and/or moisture removal devices.



- (c) Select louvers that restrict wind-driven rain penetration to less than 2.36 oz/ft<sup>2</sup>·h (721 g/m<sup>2</sup>·h) when subjected to a simulated rainfall of 3 in. (75 mm) per hour and a 29 mph (13 m/s) wind velocity at the design outdoor air intake rate with the air velocity calculated based on the louver face area. **Note:** This performance corresponds to Class A (99% effectiveness) when rated according to AMCA 511-99<sup>14</sup> and tested per AMCA 500-L-99.<sup>13</sup>
- (d) Use rain hoods sized for no more than 500 fpm (2.5 m/s) face velocity with a downward-facing intake such that all intake air passes upward through a horizontal plane that intersects the solid surfaces of the hood before entering the system.
- (e) Manage the water that penetrates the intake opening by providing a drainage area and/or moisture removal devices.

**5.6.3 Rain Intrusion.** Air handling and distribution equipment mounted outdoors shall be designed to prevent rain intrusion into the airstream when tested at design airflow and with no airflow, using the rain test apparatus described in Section 58 of UL 1995.<sup>12</sup>

**5.6.4 Snow Entrainment.** Where climate dictates, outdoor air intakes that are part of the mechanical ventilation system shall be designed to manage melted snow blown or drawn into the system as follows:

- (a) Suitable access doors to permit cleaning shall be provided.
- (b) Outdoor air ductwork or plenums shall pitch to drains designed in accordance with the requirements of Section 5.11.

**5.6.5 Bird Screens.** Outdoor air intakes shall include a screening device designed to prevent penetration by a 1/2 in. (13 mm) diameter probe. The screening device material shall be corrosion resistant. The screening device shall be located, or other measures shall be taken, to prevent bird nesting within the outdoor air intake. **Note:** Any horizontal surface may be subject to bird nesting.

**5.7 Local Capture of Contaminants.** The discharge from non-combustion equipment that captures the contaminants generated by the equipment shall be ducted directly to the outdoors.

**Exception:** Equipment specifically designed for discharge indoors in accordance with the manufacturer's recommendations.

**5.8 Combustion Air.** Fuel-burning appliances, both vented and unvented, shall be provided with sufficient air for combustion and adequate removal of combustion products, in accordance with manufacturer instructions. Products of combustion from vented appliances shall be vented directly outdoors.

**5.9 Particulate Matter Removal.** Particulate matter filters or air cleaners having a minimum efficiency reporting value (MERV) of not less than 6 when rated in accordance with ANSI/ASHRAE Standard 52.2-1999<sup>15</sup> shall be provided upstream of all cooling coils or other devices with wetted surfaces through which air is supplied to an occupiable space.

**5.10 Dehumidification Systems.** Mechanical air-conditioning systems with dehumidification capability shall be designed to comply with the following:

**5.10.1 Relative Humidity.** Occupied space relative humidity shall be designed to be limited to 65% or less at either of the two following design conditions:

1. at the peak outdoor dew-point design conditions and at the peak indoor design latent load or
2. at the lowest space sensible heat ratio expected to occur and the concurrent (simultaneous) outdoor condition.

**Note:** The outdoor air dry bulb, solar load, and space sensible heat ratio may be significantly different at outdoor dew-point design conditions than when calculated at outdoor dry-bulb design conditions.

**5.10.2 Exfiltration.** For a building, the design minimum outdoor air intake shall be greater than the design maximum exhaust airflow when the mechanical air-conditioning systems are dehumidifying. **Note:** Although individual zones within the building may be neutral or negative, such as some laboratory and industrial spaces, the requirement is for the building as a whole to limit excessive infiltration of high dew point outdoor air.

**5.11 Drain Pans.** Drain pans, including their outlets and seals, shall be designed and constructed in accordance with this section.

**5.11.1 Drain Pan Slope.** Pans intended to collect and drain liquid water shall be sloped at least 1/8 in. per foot (10 mm per meter) from the horizontal toward the drain outlet or shall be otherwise designed to ensure that water drains freely from the pan whether the fan is on or off.

**5.11.2 Drain Outlet.** The drain pan outlet shall be located at the lowest point(s) of the drain pan and shall be of sufficient diameter to preclude drain pan overflow under any normally expected operating condition.

**5.11.3 Drain Seal.** For configuration that result in negative static pressure at the drain pan relative to the drain outlet (such as a draw-through unit), the drain line shall include a P-trap or other sealing device designed to maintain a seal against ingestion of ambient air while allowing complete drainage of the drain pan under any normally expected operating condition, whether the fan is on or off.

**5.11.4 Pan Size.** The drain pan shall be located under the water-producing device. Drain pan width shall be sufficient to collect water droplets across the entire width of the water-producing device or assembly. For horizontal airflow configurations, the drain pan length shall begin at the leading face or edge of the water-producing device or assembly and extend downstream from the leaving face or edge to a distance of either:

- (a) one half of the installed vertical dimension of the water-producing device or assembly, or
- (b) as necessary to limit water droplet carryover beyond the drain pan to 0.0044 oz per ft<sup>2</sup> (1.5 mL per m<sup>2</sup>) of face area per hour under peak sensible and peak dew point design conditions, considering both latent load and coil face velocity.



## 5.12 Finned-Tube Coils and Heat Exchangers

**5.12.1 Drain Pans.** A drain pan in accordance with Section 5.11 shall be provided beneath all dehumidifying cooling coil assemblies and all condensate-producing heat exchangers.

**5.12.2 Finned-Tube Coil Selection for Cleaning.** Individual finned-tube coils or multiple finned-tube coils in series without adequate intervening access space(s) of at least 18 in. (457 mm) shall be selected to result in no more than 0.75 in.wc (187 Pa) combined pressure drop when dry coil face velocity is 500 fpm (2.54 m/s).

**Exception:** When clear and complete instructions for access and cleaning of both upstream and downstream coil surfaces are provided.

**5.13 Humidifiers and Water-Spray Systems.** Steam and direct evaporation humidifiers, air washers, and other water-spray systems shall be designed in accordance with this section.

**5.13.1 Water Quality.** Water shall originate directly from a potable source or from a source with equal or better water quality.

**5.13.2 Obstructions.** Air cleaners or ductwork obstructions, such as turning vanes, volume dampers, and duct offsets greater than 15 degrees, that are installed downstream of humidifiers or water spray systems shall be located a distance equal to or greater than the absorption distance recommended by the humidifier or water spray system manufacturer.

**Exception:** Equipment such as eliminators, coils, or evaporative media may be located within the absorption distance recommended by the manufacturer, provided a drain pan complying with the requirements of Section 5.11 is used to capture and remove any water that may drop out of the airstream due to impingement on these obstructions.

## 5.14 Access for Inspection, Cleaning, and Maintenance

**5.14.1 Equipment Clearance.** Ventilation equipment shall be installed with sufficient working space for inspection and routine maintenance (e.g., filter replacement and fan belt adjustment and replacement).

**5.14.2 Ventilation Equipment Access.** Access doors, panels, or other means shall be provided and sized to allow convenient and unobstructed access sufficient to inspect, maintain, and calibrate all ventilation system components for which routine inspection, maintenance, or calibration is necessary. Ventilation system components comprise, for example, air-handling units, fan-coil units, water-source heat pumps, other terminal units, controllers, and sensors.

**5.14.3 Air Distribution System.** Access doors, panels, or other means shall be provided in ventilation equipment, ductwork, and plenums, located and sized to allow convenient and unobstructed access for inspection, cleaning, and routine maintenance of the following:

- (a) Outdoor air intake areaways or plenums
- (b) Mixed air plenums

- (c) Upstream surface of each heating, cooling, and heat-recovery coil or coil assembly having a total of four rows or less
- (d) Both upstream and downstream surface of each heating, cooling, and heat-recovery coil having a total of more than four rows and air washers, evaporative coolers, heat wheels, and other heat exchangers
- (e) Air cleaners
- (f) Drain pans and drain seals
- (g) Fans
- (h) Humidifiers

**5.15 Building Envelope and Interior Surfaces.** The building envelope and interior surfaces within the building envelope shall be designed in accordance with the following.

**5.15.1 Building Envelope.** The building envelope, including roofs, walls, fenestration systems, and foundations, shall comply with the following:

1. A weather barrier or other means shall be provided to prevent liquid water penetration into the envelope. **Exception:** When the envelope is engineered to allow incidental water penetration to occur without resulting in damage to the envelope construction.
2. An appropriately placed vapor retarder or other means shall be provided to limit water vapor diffusion to prevent condensation on cold surfaces within the envelope. **Exception:** When the envelope is engineered to manage incidental condensation without resulting in damage to the envelope construction.
3. Exterior joints, seams, or penetrations in the building envelope that are pathways for air leakage shall be caulked, gasketed, weather-stripped, provided with continuous air barrier, or otherwise sealed to limit infiltration through the envelope to reduce uncontrolled entry of outdoor air moisture and pollutants.

**Note:** Where soils contain high concentrations of radon or other soil gas contaminants, the local authority having jurisdiction may have additional requirements, such as depressurization.

**5.15.2 Condensation on Interior Surfaces.** Pipes, ducts, and other surfaces within the building whose surface temperatures are expected to fall below the surrounding dew-point temperature shall be insulated. The insulation system thermal resistance and material characteristics shall be sufficient to prevent condensation from forming on the exposed surface and within the insulating material.

### Exceptions:

1. Where condensate will wet only surfaces that can be managed to prevent or control mold growth.
2. Where local practice has demonstrated that condensation does not result in mold growth.

**5.16 Buildings with Attached Parking Garages.** In order to limit the entry of vehicular exhaust into occupiable spaces, buildings with attached parking garages shall:

1. maintain the garage pressure at or below the pressure of the adjacent occupiable spaces; or



2. use a vestibule to provide an airlock between the garage and the adjacent occupiable spaces; or
3. otherwise be designed to minimize migration of air from the attached parking garage into the adjacent occupiable spaces of the building.

**5.17 Air Classification and Recirculation.** Air shall be classified, and its recirculation shall be limited in accordance with the following sections.

**5.17.1 Classification.** Air (return, transfer, or exhaust air) leaving each space or location shall be designated at an expected air-quality classification not less than that shown in Table 6-1, Table 5-2, or Table 5-3 or as approved by the authority having jurisdiction. The classification for air from spaces or locations that are not listed in Table 6-1, Table 5-2, or Table 5-3 shall be the same as the classification for air from

**TABLE 5-2 Other Space Types**

Description	Air Class
Spaces ancillary to Class 2 spaces	2
Kitchenettes	2
Break rooms	1
Coffee stations	1
Private toilet/bath	2
Employee locker rooms	2
Storage rooms, chemical	4
Equipment rooms	1
Electrical/telephone closets	1
Elevator machine rooms	1
Refrigerating machinery rooms	3
Laundry rooms, central	2
Laundry rooms within dwelling units	1
Soiled laundry storage	3
Janitors closet, trash room	3
General chemical/biological laboratories	3
University/college laboratories	2
Paint spray booths	4
Daycare sickroom	3

**TABLE 5-3 Airstreams**

Description	Air Class
Diazo printing equipment discharge	4
Commercial kitchen grease hoods	4
Commercial kitchen hoods other than grease	3
Laboratory hoods	4
Residential kitchen vented hoods	3

the listed space type that is most similar in terms of occupant activities and building construction. **Exception:** Classification of air from smoking spaces is not addressed. (Spaces that are expected to include smoking do not have a classification listed in Table 6-1.)

**Note:** Classifications in Table 6-1, Table 5-2, and Table 5-3 are based on relative contaminant concentration using the following subjective criteria:

- Class 1: Air with low contaminant concentration, low sensory-irritation intensity, and inoffensive odor.
- Class 2: Air with moderate contaminant concentration, mild sensory-irritation intensity, or mildly offensive odors. Class 2 air also includes air that is not necessarily harmful or objectionable but that is inappropriate for transfer or recirculation to spaces used for different purposes.
- Class 3: Air with significant contaminant concentration, significant sensory-irritation intensity, or offensive odor.
- Class 4: Air with highly objectionable fumes or gases or with potentially dangerous particles, bioaerosols, or gases, at concentrations high enough to be considered harmful.

#### 5.17.2 Re-designation.

**5.17.2.1 Air Cleaning.** If air leaving a space or location passes through an air-cleaning system, the cleaned air may be reclassified to a cleaner classification, using the subjective criteria noted above, with the approval of the authority having jurisdiction.

**5.17.2.2 Energy Recovery.** Class 2 air may be re-designated as Class 1 air in the process of recovering energy when it is diluted with outdoor air such that no more than 10% of the resulting airstream is Class 2 air. Class 3 air may be re-designated as Class 1 air in the process of recovering energy when it is diluted with outdoor air such that no more than 5% of the resulting airstream is Class 3 air.

**5.17.2.3 Transfer.** A mixture of air that has been transferred through or returned from more than one classification of space must be re-designated with the classification appropriate for the part of the mixture that has the highest contaminant concentration. For example, air returned from both a Class 1 and a Class 2 space served by a common system must be designated as Class 2 air.

**5.17.3 Recirculation Limitations.** When the Ventilation Rate Procedure of Section 6 is used to determine ventilation air-flow values, recirculation of air shall be limited in accordance with the requirements of this section.

**5.17.3.1 Class 1 Air.** Class 1 air may be recirculated or transferred to any space.

**5.17.3.2 Class 2 Air.** Class 2 air may be recirculated within the space of origin. Class 2 air may be transferred or recirculated to other Class 2 or Class 3 spaces utilized for the same or similar purpose or task and involving the same or similar pollutant sources. Class 2 air may be recirculated or transferred to Class 4 spaces. Class 2 air shall not be recirculated or transferred to Class 1 spaces. **Note:** Spaces that are normally Class 1 may be identified as "Spaces ancillary to Class 2 spaces" and as such classified as Class 2 spaces as permitted in Table 6-1.



**5.17.3.3 Class 3 Air.** Class 3 air may be recirculated within the space of origin. Class 3 air shall not be recirculated or transferred to any other space.

**5.17.3.4 Class 4 Air.** Class 4 air shall not be recirculated or transferred to any space nor recirculated within the space of origin.

**5.17.4 Documentation.** Design documentation shall indicate the justification for classification of air from any location not listed in Table 6-1, Table 5-2, or Table 5-3.

## 6. PROCEDURES

This section is not required for natural ventilation systems; natural ventilation systems shall be designed in accordance with Section 5.1.

**6.1 General.** Either the Ventilation Rate Procedure or the IAQ Procedure shall be used to design each ventilation system in a building, subject to the following considerations and restrictions.

**6.1.1 Ventilation Rate Procedure.** This is a prescriptive procedure in which outdoor air intake rates are determined based on space type/application, occupancy level, and floor area. **Note:** The Ventilation Rate Procedure minimum rates are based on contaminant sources and source strengths that are typical for the listed space types.

**6.1.2 IAQ Procedure.** This is a design procedure in which outdoor air intake rates and other system design parameters are based on an analysis of contaminant sources, contaminant concentration targets, and perceived acceptability targets. The IAQ Procedure allows credit to be taken for controls that remove contaminants (for example, air cleaning devices) or for other design techniques (for example, selection of materials with lower source strengths) that can be reliably demonstrated to result in indoor contaminant concentrations equal to or lower than those achieved using the Ventilation Rate Procedure. The IAQ Procedure may also be used where the design is intended to attain specific target contaminant concentrations or levels of acceptability of perceived indoor air quality.

## 6.2 Ventilation Rate Procedure

The design *outdoor air intake flow* ( $V_{ot}$ ) for a ventilation system shall be determined in accordance with Sections 6.2.1 through 6.2.9.

**Note:** Additional explanation of terms used below is contained in Appendix A, along with a ventilation system schematic (Figure A.1).

**6.2.1 Outdoor Air Treatment.** If outdoor air is judged to be unacceptable in accordance with Section 4.1, each ventilation system that provides outdoor air through a supply fan shall comply with the following sections.

**Exceptions:** Systems supplying air for enclosed parking garages, warehouses, storage rooms, janitor's closets, trash rooms, recycling areas, shipping/receiving/distribution areas.

**Note:** Occupied spaces ventilated with outdoor air that is judged to be unacceptable are subject to reduced air quality when outdoor air is not cleaned prior to introduction to the occupied spaces.

**6.2.1.1 Particulate Matter.** When the building is located in an area where the national standard for PM<sub>10</sub> is exceeded, particle filters or air cleaning devices shall be provided to clean the air at any location prior to its introduction to occupied spaces. Particulate matter filters or air cleaners shall have a Minimum Efficiency Reporting Value (MERV) of 6 or higher when rated in accordance with ASHRAE Standard 52.2-1999.<sup>15</sup>

**6.2.1.2 Ozone.** Air-cleaning devices for ozone shall be provided when the second-highest daily maximum one-hour average concentration exceeds 0.160 ppm (313 µg/m<sup>3</sup>). The ozone concentration for design purposes shall be determined in accordance with Appendix H to subchapter C, 40 CFR 50,<sup>1</sup> or equivalent.

**Note:** Monitored values for historical one-hour average ozone concentrations are available for United States locations at the AIRData Web site, located under [www.epa.gov](http://www.epa.gov).

Such air-cleaning devices shall have a minimum volumetric ozone removal efficiency of 40% when installed, operated, and maintained in accordance with manufacturer recommendations and shall be approved by the authority having jurisdiction. Such devices shall be operated whenever outdoor ozone levels are expected to exceed 0.160 ppm (313 µg/m<sup>3</sup>).

**Note:** For United States locations, the one-hour average ozone concentration is expected to exceed the 0.160 ppm (313 µg/m<sup>3</sup>) limit when the Air Quality Index forecast exceeds 151 (category red, purple, or maroon). This forecast is available in local media or at the AIRNow Web site, located under [www.epa.gov](http://www.epa.gov).

### Exceptions:

Air cleaning for ozone is not required when:

1. The minimum system design outdoor air intake flow results in 1.5 air changes per hour or less.
2. Controls are provided that sense outdoor ozone level and reduce intake airflow to result in 1.5 air changes per hour or less while complying with the outdoor airflow requirements of Section 6.
3. Outdoor air is brought into the building and heated by direct-fired, makeup air units.

**6.2.1.3 Other Outdoor Contaminants.** When the building is located in an area where the national standard for one or more contaminants not specifically addressed in Section 6.2.1 is exceeded, any design assumptions and/or calculations related to the impact on indoor air quality shall be included in the design documents.

**6.2.2 Zone Calculations.** Zone parameters shall be determined in accordance with Sections 6.2.2.1 through 6.2.2.3.

**Note:** In some cases it is acceptable to determine these parameters for only selected zones as outlined in Appendix A.

**6.2.2.1 Breathing Zone Outdoor Airflow.** The design outdoor airflow required in the *breathing zone* of the occupiable space or spaces in a zone, i.e., the *breathing zone outdoor airflow* ( $V_{bz}$ ), shall be determined in accordance with Equation 6-1.

$$V_{bz} = R_p P_z + R_a A_z \quad (6-1)$$

where:



$A_z$  = zone floor area: the net occupiable floor area of the zone  $\text{m}^2$ , ( $\text{ft}^2$ ).

$P_z$  = zone population: the largest number of people expected to occupy the zone during typical usage. If the number of people expected to occupy the zone fluctuates,  $P_z$  may be estimated based on averaging approaches described in Section 6.2.6.2. **Note:** If  $P_z$  cannot be accurately predicted during design, it shall be an estimated value based on the zone floor area and the default occupant density listed in Table 6-1.

$R_p$  = outdoor airflow rate required per person as determined from Table 6-1. **Note:** These values are based on adapted occupants.

$R_a$  = outdoor airflow rate required per unit area as determined from Table 6-1.

**Note:** Equation 6-1 is the means of accounting for people-related sources and area-related sources for determining the outdoor air required at the *breathing zone*. The use of Equation 6-1 in the context of this standard does not necessarily imply that simple addition of sources can be applied to any other aspect of indoor air quality.

**6.2.2.2 Zone Air Distribution Effectiveness.** The zone air distribution effectiveness ( $E_z$ ) shall be determined using Table 6-2.

**6.2.2.3 Zone Outdoor Airflow.** The design zone outdoor airflow ( $V_{oz}$ ), i.e., the outdoor airflow that must be provided to the zone by the supply air distribution system, shall be determined in accordance with Equation 6-2.

$$V_{oz} = V_{bz} E_z \quad (6-2)$$

**6.2.3 Single-Zone Systems.** When one air handler supplies a mixture of outdoor air and recirculated air to only one zone, the outdoor air intake flow ( $V_{ot}$ ) shall be determined in accordance with Equation 6-3.

$$V_{ot} = V_{oz} \quad (6-3)$$

**6.2.4 100% Outdoor Air Systems.** When one air handler supplies only outdoor air to one or more zones, the outdoor air intake flow ( $V_{ot}$ ) shall be determined in accordance with Equation 6-4.

$$V_{ot} = \sum_{\text{all zones}} V_{oz} \quad (6-4)$$

**6.2.5 Multiple-Zone Recirculating Systems.** When one air handler supplies a mixture of outdoor air and recirculated return air to more than one zone, the outdoor air intake flow ( $V_{ot}$ ) shall be determined in accordance with Sections 6.2.5.1 through 6.2.5.4.

**6.2.5.1 Primary Outdoor Air Fraction.** When Table 6-3 is used to determine system ventilation efficiency, the zone primary outdoor air fraction ( $Z_p$ ) shall be determined in accordance with Equation 6-5.

$$Z_p = V_{oz} / V_{pz} \quad (6-5)$$

where  $V_{pz}$  is the zone primary airflow, i.e., the primary airflow to the zone from the air handler including outdoor air and recirculated return air. **Note:** For VAV systems,  $V_{pz}$  is the minimum expected primary airflow for design purposes.

**6.2.5.2 System Ventilation Efficiency.** The system ventilation efficiency ( $E_v$ ) shall be determined using Table 6-3 or Appendix A.

**6.2.5.3 Uncorrected Outdoor Air Intake.** The design uncorrected outdoor air intake ( $V_{ou}$ ) shall be determined in accordance with Equation 6-6.

$$V_{ou} = D \sum_{\text{all zones}} R_p P_z + \sum_{\text{all zones}} R_a A_z \quad (6-6)$$

The occupant diversity,  $D$ , may be used to account for variations in occupancy within the zones served by the system. The occupant diversity is defined as

$$D = P_s / \sum_{\text{all zones}} P_z \quad (6-7)$$

where the system population ( $P_s$ ) is the total population in the area served by the system. Alternative methods may be used to account for population diversity when calculating  $V_{ou}$ , provided that the resulting value is no less than that determined by Equation 6-6.

**Note:** The uncorrected outdoor air intake ( $V_{ou}$ ) is adjusted for diversity but uncorrected for ventilation efficiency.

**6.2.5.4 Outdoor Air Intake.** The design outdoor air intake flow ( $V_{ot}$ ) shall be determined in accordance with Equation 6-8.

$$V_{ot} = V_{ou} / E_v \quad (6-8)$$

## 6.2.6 Design for Varying Operating Conditions.

**6.2.6.1 Variable Load Conditions.** Ventilation systems shall be designed to be capable of providing the required ventilation rates in the breathing zone whenever the zones served by the system are occupied, including all full- and part-load conditions.

**6.2.6.2 Short-Term Conditions.** If it is known that peak occupancy will be of short duration and/or ventilation will be varied or interrupted for a short period of time, the design may be based on the average conditions over a time period  $T$  determined by Equation 6-9:

$$T = 3 \text{ v} / V_{bz} \quad (6-9a) \text{ IP}$$

$$T = 50 \text{ v} / V_{bz} \quad (6-9b) \text{ SI}$$

where:

$T$  = averaging time period, (min).

$v$  = the volume of the zone for which averaging is being applied,  $\text{ft}^3$  ( $\text{m}^3$ ).

$V_{bz}$  = the breathing zone outdoor airflow calculated using Equation 6-1 and the design value of the zone population  $P_z$ , cfm (L/s).

Acceptable design adjustments based on this optional provision include the following:

1. Zones with fluctuating occupancy: The zone population ( $P_z$ ) may be averaged over time  $T$ .
2. Zones with intermittent interruption of supply air: The average outdoor airflow supplied to the breathing zone over time  $T$  shall be no less than the breathing zone outdoor airflow ( $V_{bz}$ ) calculated using Equation 6-1.
3. Systems with intermittent closure of the outdoor air intake: The average outdoor air intake over time  $T$  shall be no less than the minimum outdoor air intake ( $V_{ot}$ ) calculated using Equation 6-3, 6-4, or 6-8 as appropriate.



**TABLE 6-1 MINIMUM VENTILATION RATES IN BREATHING ZONE**  
(This table is not valid in isolation; it must be used in conjunction with the accompanying notes.)

Occupancy Category	People Outdoor Air Rate R <sub>p</sub>		Area Outdoor Air Rate R <sub>a</sub>		Notes	Default Values			Air Class
	cfm/person	L/s•person	cfm/ft <sup>2</sup>	L/s•m <sup>2</sup>		Occupant Density (see Note 4)	Combined Outdoor Air Rate (see Note 5)		
						#/1000 ft <sup>2</sup> or #/100 m <sup>2</sup>	cfm/person	L/s•person	
Correctional Facilities									
Cell	5	2.5	0.12	0.6		25	10	4.9	2
Day room	5	2.5	0.06	0.3		30	7	3.5	1
Guard stations	5	2.5	0.06	0.3		15	9	4.5	1
Booking/waiting	7.5	3.8	0.06	0.3		50	9	4.4	2
Educational Facilities									
Daycare (through age 4)	10	5	0.18	0.9		25	17	8.6	2
Classrooms (ages 5-8)	10	5	0.12	0.6		25	15	7.4	1
Classrooms (age 9 plus)	10	5	0.12	0.6		35	13	6.7	1
Lecture classroom	7.5	3.8	0.06	0.3		65	8	4.3	1
Lecture hall (fixed seats)	7.5	3.8	0.06	0.3		150	8	4.0	1
Art classroom	10	5	0.18	0.9		20	19	9.5	2
Science laboratories	10	5	0.18	0.9	E	25	17	8.6	-
Wood/metal shop	10	5	0.18	0.9		20	19	9.5	2
Computer lab	10	5	0.12	0.6		25	15	7.4	1
Media center	10	5	0.12	0.6	A	25	15	7.4	1
Music/theater/dance	10	5	0.06	0.3		35	12	5.9	1
Multi-use assembly	7.5	3.8	0.06	0.3		100	8	4.1	1
Food and Beverage Service									
Restaurant dining rooms	7.5	3.8	0.18	0.9		70	10	5.1	2
Cafeteria/fast food dining	7.5	3.8	0.18	0.9		100	9	4.7	2
Bars, cocktail lounges	7.5	3.8	0.18	0.9		100	9	4.7	2
General									
Conference/meeting	5	2.5	0.06	0.3		50	6	3.1	1
Corridors	-	-	0.06	0.3		-			1
Storage rooms	-	-	0.12	0.6	B	-			1
Hotels, Motels, Resorts, Dormitories									
Bedroom/living Room	5	2.5	0.06	0.3		10	11	5.5	1
Barracks sleeping areas	5	2.5	0.06	0.3		20	8	4.0	1
Lobbies/prefunction	7.5	3.8	0.06	0.3		30	10	4.8	1
Multi-purpose assembly	5	2.5	0.06	0.3		120	6	2.8	1



**TABLE 6-1 MINIMUM VENTILATION RATES IN BREATHING ZONE (Continued)**  
(This table is not valid in isolation; it must be used in conjunction with the accompanying notes.)

Occupancy Category	People Outdoor Air Rate R <sub>p</sub>		Area Outdoor Air Rate R <sub>a</sub>		Notes	Default Values			Air Class
						Occupant Density (see Note 4)	Combined Outdoor Air Rate (see Note 5)		
	cfm/person	L/s•person	cfm/ft <sup>2</sup>	L/s•m <sup>2</sup>		#/1000 ft <sup>2</sup> or #/100 m <sup>2</sup>	cfm/person	L/s•person	
Office Buildings									
Office space	5	2.5	0.06	0.3		5	17	8.5	1
Reception areas	5	2.5	0.06	0.3		30	7	3.5	1
Telephone/data entry	5	2.5	0.06	0.3		60	6	3.0	1
Main entry lobbies	5	2.5	0.06	0.3		10	11	5.5	1
Miscellaneous Spaces									
Bank vaults/safe deposit	5	2.5	0.06	0.3		5	17	8.5	2
Computer (not printing)	5	2.5	0.06	0.3		4	20	10.0	1
Pharmacy (prep. area)	5	2.5	0.18	0.9		10	23	11.5	2
Photo studios	5	2.5	0.12	0.6		10	17	8.5	1
Shipping/receiving	-	-	0.12	0.6	B	-			1
Transportation waiting	7.5	3.8	0.06	0.3		100	8	4.1	1
Warehouses	-	-	0.06	0.3	B	-			2
Public Assembly Spaces									
Auditorium seating area	5	2.5	0.06	0.3		150	5	2.7	1
Places of religious work-shop	5	2.5	0.06	0.3		120	6	2.8	1
Courtrooms	5	2.5	0.06	0.3		70	6	2.9	1
Legislative chambers	5	2.5	0.06	0.3		50	6	3.1	1
Libraries	5	2.5	0.12	0.6		10	17	8.5	1
Lobbies	5	2.5	0.06	0.3		150	5	2.7	1
Museums (children's)	7.5	3.8	0.12	0.6		40	11	5.3	1
Museums/galleries	7.5	3.8	0.06	0.3		40	9	4.6	1
Retail									
Sales (except as below)	7.5	3.8	0.12	0.6		15	16	7.8	2
Mall common areas	7.5	3.8	0.06	0.3		40	9	4.6	1
Barber shop	7.5	3.8	0.06	0.3		25	10	5.0	2
Beauty and nail salons	20	10	0.12	0.6		25	25	12.4	2
Pet shops (animal areas)	7.5	3.8	0.18	0.9		10	26	12.8	2
Supermarket	7.5	3.8	0.06	0.3		8	15	7.6	1
Coin-operated laundries	7.5	3.8	0.06	0.3		20	11	5.3	2



**TABLE 6-1 MINIMUM VENTILATION RATES IN BREATHING ZONE (Continued)**  
(This table is not valid in isolation; it must be used in conjunction with the accompanying notes.)

Occupancy Category	People Outdoor Air Rate R <sub>p</sub>		Area Outdoor Air Rate R <sub>a</sub>		Notes	Default Values			Air Class
	cfm/person	L/s•person	cfm/ft <sup>2</sup>	L/s•m <sup>2</sup>		Occupant Density (see Note 4)	Combined Outdoor Air Rate (see Note 5)		
						#/1000 ft <sup>2</sup> or #/100 m <sup>2</sup>	cfm/person	L/s•person	
Sports and Entertainment									
Sports arena (play area)	-	-	0.30	1.5		-			1
Gym, stadium (play area)	-	-	0.30	1.5		30			2
Spectator areas	7.5	3.8	0.06	0.3		150	8	4.0	1
Swimming (pool & deck)	-	-	0.48	2.4	C	-			2
Disco/dance floors	20	10	0.06	0.3		100	21	10.3	1
Health club/aerobics room	20	10	0.06	0.3		40	22	10.8	2
Health club/weight rooms	20	10	0.06	0.3		10	26	13.0	2
Bowling alley (seating)	10	5	0.12	0.6		40	13	6.5	1
Gambling casinos	7.5	3.8	0.18	0.9		120	9	4.6	1
Game arcades	7.5	3.8	0.18	0.9		20	17	8.3	1
Stages, studios	10	5	0.06	0.3	D	70	11	5.4	1

**GENERAL NOTES FOR TABLE 6-1**

- 1 Related Requirements:** The rates in this table are based on all other applicable requirements of this standard being met.
- 2 Smoking:** This table applies to no-smoking areas. Rates for smoking-permitted spaces must be determined using other methods. See Section 6.2.9 for ventilation requirements in smoking areas.
- 3 Air Density:** Volumetric airflow rates are based on an air density of 0.075 lb<sub>da</sub>/ft<sup>3</sup> (1.2 kg<sub>da</sub>/m<sup>3</sup>), which corresponds to dry air at a barometric pressure of 1 atm (101.3 kPa) and an air temperature of 70°F (21°C). Rates may be adjusted for actual density but such adjustment is not required for compliance with this standard.
- 4 Default Occupant Density:** The default occupant density shall be used when actual occupant density is not known.
- 5 Default Combined Outdoor Air Rate (per person):** This rate is based on the default occupant density.
- 6 Unlisted Occupancies:** If the occupancy category for a proposed space or zone is not listed, the requirements for the listed occupancy category that is most similar in terms of occupant density, activities and building construction shall be used.
- 7 Residential facilities, Healthcare facilities and Vehicles:** Rates shall be determined in accordance with Appendix E.

**ITEM-SPECIFIC NOTES FOR TABLE 6-1**

- A** For high school and college libraries, use values shown for Public Spaces – Library.
- B** Rate may not be sufficient when stored materials include those having potentially harmful emissions.
- C** Rate does not allow for humidity control. Additional ventilation or dehumidification may be required to remove moisture.
- D** Rate does not include special exhaust for stage effects, e.g., dry ice vapors, smoke.
- E** No class of air has been established for this occupancy category.



**TABLE 6-2**  
**Zone Air Distribution Effectiveness**

Air Distribution Configuration	$E_z$
Ceiling supply of cool air	1.0
Ceiling supply of warm air and floor return	1.0
Ceiling supply of warm air 15°F (8°C) or more above space temperature and ceiling return.	0.8
Ceiling supply of warm air less than 15°F (8°C) above space temperature and ceiling return provided that the 150 fpm (0.8 m/s) supply air jet reaches to within 4.5 ft (1.4 m) of floor level. <b>Note:</b> For lower velocity supply air, $E_z = 0.8$ .	1.0
Floor supply of cool air and ceiling return provided that the 150 fpm (0.8 m/s) supply jet reaches 4.5 ft (1.4 m) or more above the floor. <b>Note:</b> Most underfloor air distribution systems comply with this proviso.	1.0
Floor supply of cool air and ceiling return, provided low-velocity displacement ventilation achieves unidirectional flow and thermal stratification	1.2
Floor supply of warm air and floor return	1.0
Floor supply of warm air and ceiling return	0.7
Makeup supply drawn in on the opposite side of the room from the exhaust and/or return	0.8
Makeup supply drawn in near to the exhaust and/or return location	0.5
1. "Cool air" is air cooler than space temperature. 2. "Warm air" is air warmer than space temperature. 3. "Ceiling" includes any point above the <i>breathing zone</i> . 4. "Floor" includes any point below the <i>breathing zone</i> . 5. As an alternative to using the above values, $E_z$ may be regarded as equal to air change effectiveness determined in accordance with ASHRAE Standard 129 <sup>16</sup> for all air distribution configurations except unidirectional flow.	

**6.2.7 Dynamic Reset.** The system may be designed to reset the design *outdoor air intake flow* ( $V_{ot}$ ) and/or space or zone airflow as operating conditions change. These conditions include but are not limited to:

1. Variations in occupancy or ventilation airflow in one or more individual zones for which ventilation airflow requirements will be reset. **Note:** Examples of measures for estimating such variations include: occupancy scheduled by time-of-day, a direct count of occupants, or an estimate of occupancy or ventilation rate per person using occupancy sensors such as those based on indoor CO<sub>2</sub> concentrations.
2. Variations in the efficiency with which outdoor air is distributed to the occupants under different ventilation system airflows and temperatures.
3. A higher fraction of outdoor air in the air supply due to intake of additional outdoor air for free cooling or exhaust air makeup.

**6.2.8 Exhaust Ventilation.** Exhaust airflow shall be provided in accordance with the requirements in Table 6-4. Exhaust makeup air may be any combination of outdoor air, recirculated air, and transfer air.

**TABLE 6-3**  
**System Ventilation Efficiency**

Max ( $Z_p$ )	$E_v$
$\leq 0.15$	1.0
$\leq 0.25$	0.9
$\leq 0.35$	0.8
$\leq 0.45$	0.7
$\leq 0.55$	0.6
$> 0.55$	Use Appendix A
1. "Max $Z_p$ " refers to the largest value of $Z_p$ , calculated using Equation 6-5, among all the zones served by the system. 2. For values of $Z_p$ between 0.15 and 0.55, one may determine the corresponding value of $E_v$ by interpolating the values in the table. 3. The values of $E_v$ in this table are based on a 0.15 average outdoor air fraction for the system (i.e., the ratio of the <i>uncorrected outdoor air intake</i> $V_{ou}$ to the total <i>zone primary airflow</i> for all the zones served by the air handler). For systems with higher values of the average outdoor air fraction, this table may result in unrealistically low values of $E_v$ and the use of Appendix A may yield more practical results.	

**6.2.9 Ventilation in Smoking Areas.** Smoking areas shall have more ventilation and/or air cleaning than comparable no-smoking areas. Specific ventilation rate requirements cannot be determined until cognizant authorities determine the concentration of smoke that achieves an acceptable level of risk. Air from smoking areas shall not be recirculated or transferred to no-smoking areas.

### 6.3 Indoor Air Quality Procedure

The Indoor Air Quality (IAQ) Procedure is a performance-based design approach in which the building and its ventilation system are designed to maintain the concentrations of specific contaminants at or below certain limits identified during the building design and to achieve the design target level of perceived indoor air quality acceptability by building occupants and/or visitors. For the purposes of this procedure, acceptable perceived indoor air quality excludes dissatisfaction related to thermal comfort, noise and vibration, lighting, and psychological stressors.

**6.3.1 Designs employing the Indoor Air Quality Procedure** shall comply with the requirements in the following sections.

**6.3.1.1 Contaminant Sources.** Contaminants of concern for purposes of the design shall be identified. For each contaminant of concern, indoor and outdoor sources shall be identified, and the strength of each source shall be determined.

**6.3.1.2 Contaminant Concentration.** For each contaminant of concern, a target concentration limit and its corresponding exposure period and an appropriate reference to a cognizant authority shall be specified. (See Appendix B for some contaminant concentration guidelines.)

**6.3.1.3 Perceived Indoor Air Quality.** The criteria to achieve the design level of acceptability shall be specified in terms of the percentage of building occupants and/or visitors expressing satisfaction with perceived indoor air quality.

**6.3.1.4 Design Approaches.** Select one or a combination of the following design approaches to determine mini-



**TABLE 6-4 Minimum Exhaust Rates**

Occupancy Category	Exhaust Rate cfm/unit	Exhaust Rate cfm/ft <sup>2</sup>	Notes	Exhaust Rate L/s-unit	Exhaust Rate L/s-m <sup>2</sup>	Air Class
Art classrooms	-	0.70		-	3.5	2
Auto repair rooms	-	1.50	A,F	-	7.5	-
Barber shop	-	0.50		-	2.5	2
Beauty and nail salons	-	0.60		-	3.0	2
Cell with toilet	-	1.00		-	5.0	2
Darkrooms	-	1.00		-	5.0	2
Arena	-	0.50	B	-	2.5	-
Kitchen – commercial	-	0.70		--	3.5	2
Kitchenettes	-	0.30		--	1.5	2
Locker rooms	-	0.50		-	2.5	2
Locker/dressing rooms	-	0.25		-	1.25	2
Parking garages	-	0.75	C	--	3.7	2
Janitor, trash, recycle	-	1.00		-	5.0	3
Pet shops (animal areas)	-	0.90		-	4.5	2
Copy, printing rooms	-	0.50		-	2.5	2
Science lab classrooms	-	1.00	F	-	5.0	-
Toilets – public	50/70	-	D	25/35	-	2
Toilet – private	25/50	-	E	12.5/25	-	2
Woodwork shop/classroom	-	0.50		-	2.5	2

A Stands where engines are run shall have exhaust systems that directly connect to the engine exhaust and prevent escape of fumes.  
B When combustion equipment is intended to be used on the playing surface additional dilution ventilation and/or source control shall be provided.  
C Exhaust not required if two or more sides comprise walls that are at least 50% open to the outside.  
D Rate is per water closet and/or urinal. Provide the higher rate where periods of heavy use are expected to occur, e.g., toilets in theatres, schools, and sports facilities. The lower rate may be used otherwise.  
E Rate is for a toilet room intended to be occupied by one person at a time. For continuous system operation during normal hours of use, the lower rate may be used. Otherwise use the higher rate.  
F No class of air has been established for this occupancy category.

minimum space and system outdoor airflow rates and all other design parameters deemed relevant (e.g., air cleaning efficiencies and supply airflow rates).

- Mass balance analysis. The steady-state equations in Appendix D, which describe the impact of air cleaning on outdoor air and recirculation rates, may be used as part of a mass balance analysis for ventilation systems serving a single space.
- Design approaches that have proved successful in similar buildings.
- Approaches validated by contaminant monitoring and subjective occupant evaluations in the completed building. An acceptable approach to subjective evaluation is presented in Appendix B, which may be used to validate the acceptability of perceived air quality in the completed building.
- Application of one of the preceding design approaches (a, b, or c) to specific contaminants and the use of the Ventilation Rate Procedure to address the general aspects of indoor air quality in the space being designed. In this situation, the Ventilation Rate Procedure would be used to determine the design ventilation rate of the space and the IAQ Procedure would be used to address the control of the specific contaminants through air cleaning or some other means.

6.3.2 **Documentation.** When the IAQ Procedure is used, the following information shall be included in the design documentation: the contaminants of concern considered in the design process; the sources and source strengths of the contaminants of concern; the target concentration limits and exposure periods and the references for these limits; the design approach used to control the contaminants of concern; and the background or justification for this design approach. If the design is based on an approach that has proved successful for similar buildings, the documentation shall include the basis for concluding that the design approach was successful



in the other buildings and the basis for concluding that the previous buildings are relevant to the new design. If contaminant monitoring and occupant evaluation are to be used to demonstrate compliance, then the monitoring and evaluation plans shall also be included in the documentation.

**6.4 Design Documentation Procedures.** Design criteria and assumptions shall be documented and should be made available for operation of the system within a reasonable time after installation. See Sections 4.3, 5.2.3, 5.17.4, and 6.3.2 regarding assumptions that should be detailed in the documentation.

## 7. CONSTRUCTION AND SYSTEM START-UP

### 7.1 Construction Phase

**7.1.1 Application.** The requirements of this section apply to ventilation systems and the spaces they serve in new buildings and additions to or alterations in existing buildings.

**7.1.2 Filters.** Systems designed with particle filters shall not be operated without filters in place.

**7.1.3 Protection of Materials.** When recommended by the manufacturer, building materials shall be protected from rain and other sources of moisture by appropriate in-transit and on-site procedures. Porous materials with visible microbial growth shall not be installed. Nonporous materials with visible microbial growth shall be decontaminated.

#### 7.1.4 Protection of Occupied Areas

**7.1.4.1 Application.** The requirements of Section 7.1.4 apply when construction requires a building permit and entails sanding, cutting, grinding, or other activities that generate significant amounts of airborne particles or procedures that generate significant amounts of gaseous contaminants.

**7.1.4.2 Protective Measures.** Measures shall be employed to reduce the migration of construction-generated contaminants to occupied areas. Examples of acceptable measures include, but are not limited to, sealing the construction area using temporary walls or plastic sheathing, exhausting the construction area, and/or pressurizing contiguous occupied areas.

**7.1.5 Air Duct System Construction.** Air duct systems shall be constructed in accordance with the following standards, as applicable:

- (a) the following sections of SMACNA's *HVAC Duct Construction Standards—Metal and Flexible*<sup>17</sup>
  - Section S1.9j of Section 1.6, Duct Construction and Installation Standards
  - Section 2.6, Installation Standards for Rectangular Ducts Using Flexible Liner
  - Section 3.5, Duct Installation Standards
  - Section 3.6, Specification for Joining and Attaching Flexible Duct
  - Section 3.7, Specification for Supporting Flexible Duct
  - Sections S6.1, S6.3, S6.4, and S6.5 of Section 6.1, Casing and Plenum Construction Standards
- (b) all sections of SMACNA's *Fibrous Glass Duct Construction Standards*<sup>18</sup>

- (c) NFPA 90A,<sup>19</sup> *Standard for the Installation of Air-Conditioning and Ventilating Systems*, and NFPA 90B,<sup>20</sup> *Standard for the Installation of Warm Air Heating and Air-Conditioning Systems*

### 7.2 System Start-Up

**7.2.1 Application.** The requirements of this section apply to the following ventilation systems:

- (a) newly installed air-handling systems;
- (b) existing air-handling systems undergoing supply air or outdoor air flow reduction—only the requirements of Section 7.2.2 shall apply to these altered systems; or
- (c) existing air-handling distribution systems undergoing alterations affecting more than 25% of the floor area served by the systems—only the requirements of Section 7.2.2 shall apply to these altered systems.

**7.2.2 Air Balancing.** Ventilation systems shall be balanced in accordance with ASHRAE Standard 111,<sup>21</sup> SMACNA's *HVAC Systems—Testing, Adjusting and Balancing*,<sup>22</sup> or equivalent at least to the extent necessary to verify conformance with the total outdoor air flow and space supply air flow requirements of this standard.

**7.2.3 Testing of Drain Pans.** To minimize conditions of water stagnation that may result in microbial growth, drain pans shall be field tested under normal operating conditions to ensure proper drainage.

**Exception to 7.2.3:** Field testing of drain pans is not required if units with factory-installed drain pans have been certified (attested in writing) by the manufacturer for proper drainage when installed as recommended.

**7.2.4 Ventilation System Start-Up.** Ventilation air distribution systems shall be clean of dirt and debris.

**7.2.5 Outdoor Air Dampers.** Prior to occupancy, each ventilation system shall be tested to ensure that outdoor air dampers operate properly in accordance with the system design.

**7.2.6 Documentation.** The following ventilation system documentation shall be provided to the building owner or his/her designee, retained within the building, and made available to the building operating personnel:

- (a) An operating and maintenance manual describing basic data relating to the operation and maintenance of ventilation systems and equipment as installed.
- (b) HVAC controls information consisting of diagrams, schematics, control sequence narratives, and maintenance and/or calibration information.
- (c) An air balance report documenting the work performed for Section 7.2.2.
- (d) Construction drawings of record, control drawings, and final design drawings.
- (e) Design criteria and assumptions.



## 8. OPERATIONS AND MAINTENANCE

### 8.1 General

**8.1.1 Application.** The requirements of this section apply to buildings and their ventilation systems and their components constructed or renovated after the adoption date of this section.

**8.1.2 Operations and Maintenance.** The ventilation system shall be operated and maintained at a minimum in accordance with the provisions of this standard.

**8.1.3 Building Alterations or Change-of-Use.** Ventilation system design, operation, and maintenance shall be reevaluated when changes in building use or occupancy category, significant building alterations, significant changes in occupant density, or other changes inconsistent with system design assumptions are made.

**8.2 Operations and Maintenance Manual.** An operations and maintenance manual, either written or electronic, shall be

developed and maintained on site or in a centrally accessible location for the working life of the applicable ventilation system equipment or components. This manual shall be updated as necessary. The manual shall include, at a minimum, the operations and maintenance procedures, final design drawings, operations and maintenance schedules and any changes made thereto, and the maintenance requirements and frequencies detailed in Section 8.4.

**8.3 Ventilation System Operation.** Mechanical and natural ventilation systems shall be operated in a manner consistent with the Operations and Maintenance Manual.

### 8.4 Ventilation System Maintenance.

**8.4.1 Ventilation System Components.** The building ventilation system components shall be maintained in accordance with the Operations and Maintenance Manual or as required by this section and summarized in Table 8-1.

**TABLE 8-1**  
**Minimum Maintenance Activity and Frequency**

Item	Activity Code	Minimum Frequency*
Filters and air cleaning devices	A	According to O & M Manual
Outdoor air dampers and actuators	B	Every three months or in accordance with O & M Manual
Humidifiers	C	Every three months of use or in accordance with O & M Manual
Dehumidification coils	D	Regularly when it is likely that dehumidification occurs but no less than once per year or as specified in the O & M Manual
Drain pans and other adjacent surfaces subject to wetting	D	Once per year during cooling season or as specified in the O & M Manual
Outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas	E	Every six months or as specified in the O & M Manual
Sensors used for dynamic minimum outdoor air control	F	Every six months or periodically in accordance with O & M Manual
Air-handling systems except for units under 2000 cfm (1000 L/s)	G	Once every five years
Cooling towers	H	In accordance with O & M Manual or treatment system provider
Floor drains located in plenums or rooms that serve as air plenums	I	Periodically according to O & M Manual
Equipment/component accessibility	J	
Visible microbial contamination	K	
Water intrusion or accumulation	K	

#### ACTIVITY CODE:

A Maintain according to O & M Manual.

B Visually inspect or remotely monitor for proper function.

C Clean and maintain to limit fouling and microbial growth.

D Visually inspect for cleanliness and microbial growth and clean when fouling is observed.

E Visually inspect for cleanliness and integrity and clean when necessary.

F Verify accuracy and recalibrate or replace as necessary.

G Measure minimum quantity of outdoor air. If measured minimum air flow rates are less than 90% of the minimum outdoor air rate in the O & M Manual, they shall be adjusted or modified to bring them above 90% or shall be evaluated to determine if the measured rates are in conformance with this standard.

H Treat to limit the growth of microbiological contaminants.

I Maintain to prevent transport of contaminants from the floor drain to the plenum.

J Keep clear the space provided for routine maintenance and inspection around ventilation equipment.

K Investigate and rectify.

\* Minimum frequencies may be increased or decreased if indicated in the O&M manual.



**8.4.1.1 Filters and Air-Cleaning Devices.** All filters and air-cleaning devices shall be replaced or maintained as specified by the Operations and Maintenance Manual.

**8.4.1.2 Outdoor Air Dampers.** At a minimum of once every three months or as specified in the Operations and Maintenance Manual, the outdoor air dampers and actuators shall be visually inspected or remotely monitored to verify that they are functioning in accordance with the Operations and Maintenance Manual.

**8.4.1.3 Humidifiers.** Humidifiers shall be cleaned and maintained to limit fouling and microbial growth. These systems shall be inspected at a minimum of once every three months of operation and/or treated as specified in the Operations and Maintenance Manual.

**8.4.1.4 Dehumidification Coils.** All dehumidifying cooling coils shall be visually inspected for cleanliness and microbial growth regularly when it is likely that dehumidification occurs but no less than once per year or as specified in the Operations and Maintenance Manual and shall be cleaned when fouling or microbial growth is observed.

**8.4.1.5 Drain Pans.** Drain pans shall be visually inspected for cleanliness and microbial growth at a minimum of once per year during the cooling season or as specified in the Operations and Maintenance Manual and shall be cleaned if needed. Areas adjacent to drain pans that were subjected to wetting shall be investigated, cleaned if necessary, and the cause of unintended wetting rectified.

**8.4.1.6 Outdoor Air Intake Louvers.** Outdoor air intake louvers, bird screens, mist eliminators, and adjacent areas shall be visually inspected for cleanliness and integrity at a minimum of once every six months or as specified in the Operations and Maintenance Manual and cleaned as needed. When visible debris or visible biological material is observed, it shall be removed. Physical damage to louvers, screens, or mist eliminators shall be repaired if such damage impairs their function in preventing contaminant entry.

**8.4.1.7 Sensors.** Sensors whose primary function is dynamic minimum outdoor air control, such as flow stations at an air handler and those used for demand control ventilation, shall have their accuracy verified as specified in the Operations and Maintenance Manual. This activity shall occur at a minimum of once every six months or periodically in accordance with the Operations and Maintenance Manual. A sensor failing to meet the accuracy specified in the Operations and Maintenance Manual shall be recalibrated or replaced.

**8.4.1.8 Outdoor Air Flow Verification.** The total quantity of outdoor air to air handlers except for units under 2000 cfm (1,000 L/s) of supply air shall be measured in minimum outdoor air mode once every five years. If measured minimum air flow rates are less than the design minimum rate ( $\pm 10\%$  balancing tolerance) documented in the Operations and Maintenance Manual, they shall be adjusted or modified to bring them to the minimum design rate or evaluated to determine if the measured rates are in compliance with this standard.

**8.4.1.9 Cooling Towers.** Cooling tower water systems shall be treated to limit the growth of microbiological contaminants including *legionella* sp. in accordance with the Operations and Maintenance Manual or the water treatment program.

**8.4.1.10 Equipment/Component Accessibility.** The space provided for routine maintenance and inspection around ventilation equipment shall be kept clear.

**8.4.1.11 Floor Drains.** Floor drains located in air plenums or rooms that serve as plenums shall be maintained to prevent transport of contaminants from the floor drain to the plenum.

**8.4.2 Microbial Contamination.** Visible microbial contamination shall be investigated and rectified.

**8.4.3 Water Intrusion.** Water intrusion or accumulation in ventilation system components such as ducts, plenums, and air handlers shall be investigated and rectified.

## 9. REFERENCES

- <sup>1</sup>*National Primary and Secondary Ambient Air Quality Standards*, Code of Federal Regulations, Title 40 Part 50 (40 CFR 50), as amended July 1, 1987. U.S. Environmental Protection Agency.
- <sup>2</sup>*HVAC Air Duct Leakage Test Manual*, First Edition, 1985. Sheet Metal and Air Conditioning Contractors' Association, Inc. (SMACNA), Chantilly, VA.
- <sup>3</sup>*NFPA-45-1991, Standard on Fire Protection for Laboratories Using Chemicals*. National Fire Protection Association, Quincy, MA.
- <sup>4</sup>*ANSI/AIHA Z9.5-1992, Standard for Laboratory Ventilation*. American Industrial Hygiene Association, Fairfax, VA.
- <sup>5</sup>*Industrial Ventilation: A Manual of Recommended Practice*, 23<sup>rd</sup> Edition, 1988. American Conference of Governmental Industrial Hygienists (ACGIH), Committee on Industrial Ventilation, Lansing, MI.
- <sup>6</sup>*2003 ASHRAE Handbook—Heating, Ventilating, and Air-Conditioning Applications*. American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., Atlanta, GA.
- <sup>7</sup>*ANSI Z223.1/NFPA-54-2002, National Fuel Gas Code*. National Fire Protection Association, Quincy, MA.
- <sup>8</sup>*NFPA-31-2001, Installation of Oil-Burning Equipment*. National Fire Protection Association, Quincy, MA.
- <sup>9</sup>*NFPA-211-2003, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances*. National Fire Protection Association, Quincy, MA.
- <sup>10</sup>*UL 181, Factory-Made Air Ducts and Air Connectors*, 9<sup>th</sup> Edition, 1996. Underwriters' Laboratories, Inc., Northbrook, IL.
- <sup>11</sup>*ASTM C 1338-00, Standard Test Method for Determining Fungi Resistance of Insulation Materials and Facings*. American Society for Testing and Materials, West Conshohocken, PA.
- <sup>12</sup>*UL 1995, Heating and Cooling Equipment*, 2nd Edition, 1995. Underwriters Laboratories, Inc., Northbrook, IL.
- <sup>13</sup>*AMCA 500-L-99, Laboratory Methods of Testing Louvers for Rating*. Air Movement and Control Association International, Inc. Arlington Heights, IL.
- <sup>14</sup>*AMCA 511-99, Certified Ratings Program for Air Control Devices*. Air Movement and Control Association International, Inc. Arlington Heights, IL.
- <sup>15</sup>*ANSI/ASHRAE Standard 52.2-1999, Method of Testing General Ventilation Air Cleaning Devices for Removal*



*Efficiency by Particle Size*. American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., Atlanta, GA.

- <sup>16</sup>ANSI/ASHRAE 129-1997 (RA 02), *Measuring Air Change Effectiveness*. American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., Atlanta, GA.
- <sup>17</sup>HVAC Duct Construction Standards--Metal and Flexible, 2nd Edition, 1995. Sheet Metal and Air Conditioning Contractors' National Association, Inc. (SMACNA), Chantilly, VA.
- <sup>18</sup>Fibrous Glass Duct Construction Standards, 6th Edition, 1992. Sheet Metal and Air Conditioning Contractors' National Association, Inc. (SMACNA), Chantilly, VA.
- <sup>19</sup>NFPA-90A-2002, *Standard for the Installation of Air-Conditioning and Ventilating Systems*. National Fire Protection Association, Quincy, MA.
- <sup>20</sup>NFPA-90B-2002, *Standard for the Installation of Warm Air Heating and Air-Conditioning Systems*. National Fire Protection Association, Quincy, MA.
- <sup>21</sup>ASHRAE Standard 111-1988, *Practices for Measurement, Testing, Adjusting, and Balancing of Building, Heating, Ventilation, Air-Conditioning and Refrigeration Systems*. American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., Atlanta, GA.
- <sup>22</sup>HVAC Systems--Testing, Adjusting and Balancing, 3rd Edition, 2002. Sheet Metal and Air Conditioning Contractors' National Association, Inc. (SMACNA), Chantilly, VA.

(This is a normative appendix and is part of the standard.)

## APPENDIX A MULTIPLE-ZONE SYSTEMS

This appendix presents an alternative procedure for calculating the *system ventilation efficiency* ( $E_v$ ) that must be used when Table 6-3 values are not used. In this alternative procedure,  $E_v$  is equal to the lowest calculated value of the *zone ventilation efficiency*  $E_{vz}$  (see Equation A-3 below). Figure A.1 contains a ventilation system schematic depicting most of the quantities used in this appendix.

The *zone ventilation efficiency*  $E_{vz}$ , i.e., the efficiency with which a system distributes outdoor air from the intake to an individual *breathing zone*, shall be calculated using Equation A-1 or A-2.

$$\text{Single Supply Systems} \quad E_{vz} = I + X_s - Z_d \quad (\text{A-1})$$

Equation A-1 (or A-2) shall be used for "single supply" systems, where all the ventilation air is a mixture of outdoor air and recirculated air from a single location, e.g., Reheat, Single-Duct VAV, Single-Fan Dual-Duct, and Multizone.

$$\text{General Case} \quad E_{vz} = (F_a + X_s * F_b - Z_d * F_c) / F_a \quad (\text{A-2})$$

Equation A-2 shall be used for systems that provide all or part of their ventilation by recirculating air from other zones without directly mixing it with outdoor air, e.g., dual-fan dual-duct, fan-powered mixing box, and transfer fans for conference rooms.

The system ventilation efficiency shall be calculated using Equation A-3.

$$E_v = \text{minimum } (E_{vz}) \quad (\text{A-3})$$

### Alternative Calculations

The above equations may be rearranged to calculate other design parameters of interest based on known parameters. This includes, but is not limited to, calculating minimum *zone discharge (supply) airflow* ( $V_{dz}$ ) when the *outdoor air intake flow*  $V_{oi}$  is known.

Other mass or flow balance equations for multiple zone systems may also be used provided that they result in *outdoor air intake airflow* ( $V_{oi}$ ) that is within 5% of the airflow value obtained using the *system ventilation efficiency* calculated using Equation A-3 or they more accurately represent a particular system configuration.

### Design Process

The *system ventilation efficiency* and therefore the outdoor air intake for the system ( $V_{oi}$ ) are determined as part of the design process based on the design and minimum supply flows to individual zones as well as the outdoor air requirements to the zones. In this process, the designer shall assume that the critical zone is at its minimum supply or discharge airflow in VAV systems. **Note:** The designer may increase the zone supply flows during the design process, particularly to the critical zones requiring the highest fraction of outdoor air, and thereby reduce the system outdoor air intake requirement determined in the calculation, sometimes dramatically.

### Selecting Zones for Calculation

Since *system ventilation efficiency*  $E_v$  is determined by the minimum value of the *zone ventilation efficiency* ( $E_{vz}$ ) in accordance with Equation A-3, calculation of  $E_{vz}$  is required only for the *zone* with the minimum value of  $E_{vz}$  at ventilation design conditions. It is not required for any zone that clearly has an  $E_{vz}$  that is equal to or larger than that of the zone for which a calculation has been done.  $E_{vz}$  for a zone will have a larger (or equal) value if all of the following are true relative to the zone with minimum  $E_{vz}$ :

1. Floor area per occupant ( $A_z/P_z$ ) is no lower
2. Minimum *zone discharge airflow rate per unit area* ( $V_{dz}/A_z$ ) is no lower
3. Primary air fraction  $E_p$  is no lower
4. *Zone air distribution effectiveness*  $E_z$  is no lower
5. Area outdoor air rate  $R_a$  is no higher
6. People outdoor air rate  $R_p$  is no higher

If all of the above six parameters are the same for different spaces or areas, then those spaces or areas may be treated as a single zone for calculation of  $E_{vz}$ .

**Example:** In office buildings it is generally necessary to calculate  $E_{vz}$  for one typical interior zone. If overhead supply air is used to heat the perimeter, it is also necessary to calculate for the perimeter zone with the lowest supply airflow rate per unit area. No other calculations for  $E_{vz}$  are typically necessary, even if the building has 1,000 zones, provided the ventilation for any conference rooms is separately calculated.



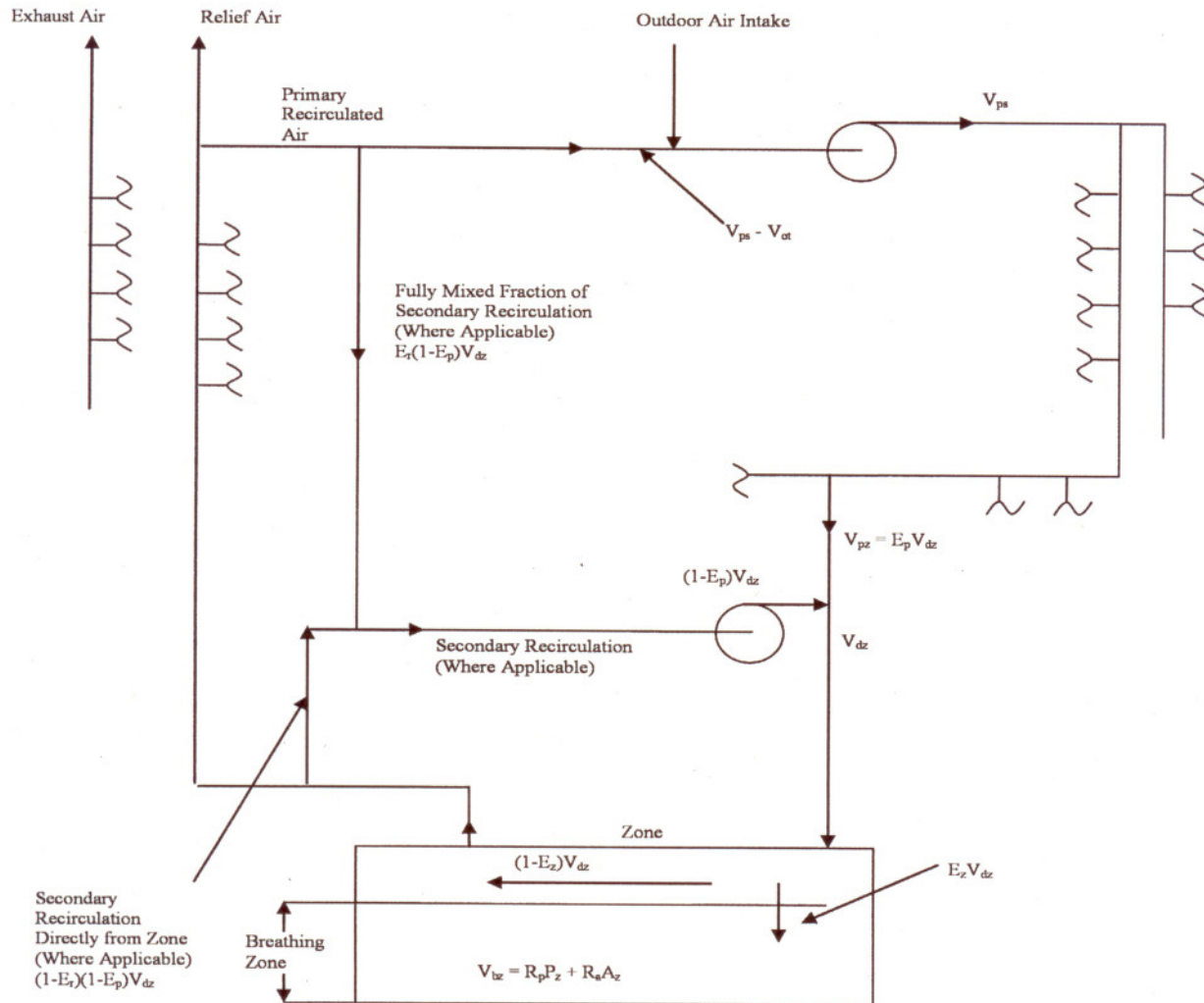


Figure A.1 Ventilation System Schematic



## Definitions

- $A_z$  Zone Floor Area:** the net occupiable floor area of the zone  $\text{ft}^2$ , ( $\text{m}^2$ ).
- $D$  Occupant Diversity:** the ratio of the *system population* to the sum of the *zone populations*:  $D = P_s / \sum P_z$ .
- $E_p$  Primary air fraction to the zone:**  $E_p = V_{pz} / V_{dz}$  ( $E_p = 1.0$  for single-duct and single-zone systems).
- $E_r$**  In systems with secondary recirculation of return air, fraction of secondary recirculated air to the zone that is representative of average system return air rather than air directly recirculated from the zone. **Note:** For plenum return systems with local secondary recirculation (e.g., fan-powered VAV with plenum return),  $E_r \leq 1.0$ . For ducted return systems with local secondary recirculation (e.g., fan-powered VAV with ducted return), typically  $E_r = 0.0$ .
- $E_v$  System Ventilation Efficiency:** the efficiency with which the system distributes air from the outdoor air intake to the breathing zone in the ventilation-critical zone, which requires the largest fraction of outdoor air in the primary air stream.  $E_v$  is determined from Table 6-3 or Equation A-3.
- $E_{vz}$  Zone Ventilation Efficiency:** the efficiency with which the system distributes air from the outdoor air intake to the breathing zone in a particular zone.  $E_{vz}$  is determined from Equations A-1 or A-2.
- $E_z$  Zone Air Distribution Effectiveness ( $E_z$ ):** a measure of how effectively the zone air distribution uses its supply air to maintain acceptable air quality in the *breathing zone*.  $E_z$  is determined from Table 6-2.
- $F_a$**  Fraction of supply air to the *zone* from sources outside the zone:  $F_a = E_p + (1 - E_p) * E_r$ .
- $F_b$**  Fraction of supply air to the *zone* from fully mixed primary air:  $F_b = E_p$ .
- $F_c$**  Fraction of outdoor air to the *zone* from sources outside the zone:  $F_c = 1 - (1 - E_z) * (1 - E_p) * (1 - E_r)$ .
- $P_s$  System Population:** the maximum simultaneous number of occupants in the area served by the system. Where population fluctuates, it may be averaged as described in Section 6.2.6.2.
- $P_z$  Zone Population:** the largest number of people expected to occupy the zone during typical usage. If  $P_z$  is not known, it is determined from the default occupant densities listed in Table 6-1. Where population fluctuates, it may be averaged as described in Section 6.2.6.2.
- $R_a$  Area Outdoor Air Rate:** the outdoor airflow rate per unit area to be provided in the breathing zone to dilute contaminants that are emitted at a rate that is related more to floor area than to population. The value of  $R_a$  for a zone is determined from Table 6-1.
- $R_p$  People Outdoor Air Rate:** the outdoor airflow rate per person to be provided in the breathing zone to dilute contaminants that are emitted at a rate that is related more to population than to floor area. The value of  $R_p$  for a zone is determined from Table 6-1.
- $V_{bz}$  Breathing Zone Outdoor Airflow:** the outdoor airflow required in the breathing zone of an occupiable space,  $V_{bz} = R_p P_z + R_a A_z$ .
- $V_{dz}$  Zone Discharge Airflow:** The expected discharge (supply) airflow to the zone that includes primary airflow and locally recirculated airflow, cfm (L/s).
- $V_{ot}$  Outdoor Air Intake Flow:** the design outdoor airflow required at the ventilation system outdoor air intake.
- $V_{ou}$  Uncorrected Outdoor Air Intake:** The outdoor air intake flow required if the system ventilation efficiency  $E_v$  were 1.0.  $V_{ou} = D * \sum R_p * P_z + \sum R_a * A_z$ .
- $V_{oz}$  Zone Outdoor Airflow:** the design outdoor airflow required in the zone, i.e.,  $V_{oz} = V_{bz} / E_z$ .
- $V_{ps}$  System Primary Airflow:** The total primary airflow supplied to all *zones* served by the system from the air-handling unit at which the outdoor air intake is located,  $V_{ps} = \sum V_{pz}$ , in cfm (L/s).
- $V_{pz}$  Zone Primary Airflow:** The primary airflow supplied to the *zone* from the air-handling unit at which the outdoor air intake is located, L/s (cfm). It includes outdoor intake air and recirculated air from that air-handling unit but does not include air transferred or air recirculated to the zone by other means.
- $X_s$  Average Outdoor Air Fraction:** At the primary air handler, the fraction of outdoor air intake flow in the system primary airflow,  $X_s = V_{ou} / V_{ps}$ .
- $Z_d$  Discharge Outdoor Air Fraction:** The outdoor air fraction required in air discharged to the zone,  $Z_d = V_{oz} / V_{dz}$ . **Note:** For VAV systems,  $V_{dz}$  is the minimum expected discharge airflow for design purposes.

(This appendix is not part of this standard. It is merely informative and does not contain requirements necessary for conformance to the standard. It has not been processed according to the ANSI requirements for a standard and does not have ANSI approval.)

## APPENDIX B SUMMARY OF SELECTED AIR QUALITY GUIDELINES

If particular contaminants are of concern or if the Indoor Air Quality Procedure is to be used, acceptable indoor concentrations and exposures are needed for the particular contaminants. When using this procedure, these concentration and exposure values need to be documented and justified by reference to a cognizant authority as defined in the standard. Such guidelines or other limiting values can also be useful for diagnostic purposes. At present, no single organization develops acceptable concentrations or exposures for all indoor air contaminants, nor are values available for all contaminants of potential concern. A number of organizations offer guideline values for selected indoor air contaminants. These values have been developed primarily for ambient air, occupational settings, and, in some cases, for residential settings. They should be applied with an understanding of their basis and applicability to the indoor environment of concern. If an acceptable concentration or exposure has not been published for a contaminant of concern, a value may be derived through review of the toxicological and epidemiological evidence using appropriate consultation. However, the evidence with respect to health effects is likely to be insufficient for many contaminants. At present, there is no quantitative definition of acceptable indoor air quality that can necessarily be met by measuring one or more contaminants.



Table B-1 presents selected standards and guidelines used in Canada, Germany, Europe, and the United States for acceptable concentrations of substances in ambient air, indoor air, and industrial workplace environments. These values are issued by cognizant authorities and have not been developed or endorsed by ASHRAE. The table is presented only as background information when using the Indoor Air Quality Procedure. Specialized expertise should be sought before selecting a value for use in estimating outdoor airflow rates using the Indoor Air Quality Procedure or for building design or diagnostics purposes. Meeting one, some, or all of the listed values does not ensure that acceptable indoor air quality (as defined in this standard) will be achieved.

Table B-2 lists concentration values of interest for selected contaminants as general guidance for building design, diagnostics, and ventilation system design using the Indoor Air Quality Procedure. The values in the table are based on cognizant authorities and studies reported in peer-reviewed scientific publications; ASHRAE does not recommend their adoption as regulatory values, standards, or guidelines. The table is presented as further background when using the Indoor Air Quality Procedure. Consultation should be sought before selecting a particular value for use in calculating ventilation using the Indoor Air Quality Procedure. Meeting one, some, or all of the listed values does not ensure that acceptable indoor air quality will be achieved.

Selection of a specific target concentration and exposure is best made by a team with wide experience in toxicology, industrial hygiene, and exposure assessment. As they review the specific concentrations listed in Tables B-1 and B-2, or others taken from other sources, designers should be mindful of the following:

- Standards and guidelines are developed for different purposes and should be interpreted with reference to the setting and purpose for which they were developed compared to that to which they are being applied.
- Not all standards and guideline values recognize the presence of susceptible groups or address typical populations found in occupancies listed in this standard.
- Most standards and guidelines do not consider interactions between and among various contaminants of concern.
- The assumptions and conditions set forth by the standard or guideline may not be met in the space or for the occupants being considered (such as 8-hour day, 40-hour work week).

When many chemicals are present in the air, as they almost always are in indoor air, then some way of addressing potential interaction of these chemicals is warranted. For additive effects and exceptions, the reader is referred to ACGIH for guidance on the subject.<sup>B-1</sup>

### Guideline Values for Industrial Environments

ACGIH threshold limit values, or TLVs<sup>®</sup>, have been applied to industrial workplace air contaminants.<sup>B-1</sup> (Reference B-2 is the German counterpart.) The ACGIH TLVs<sup>®</sup> represent maximum acceptable 8-hour, time-weighted average (TWA), 15-minute short-term exposure limit (STEL) and

instantaneous (ceiling) case limits. It is a source of concentration limits for many chemical substances and physical agents for industrial use. In light of the constantly changing state of knowledge, the document is updated annually. It cautions the user, "The values listed in this book are intended for use in the practice of industrial hygiene as guidelines or recommendations to assist in the control of potential health hazards and for no other use."

Caution must be used in directly extending the ACGIH TLVs<sup>®</sup> or other workplace guidelines to spaces covered by this standard and to population groups other than workers. Industrial health practice attempts to limit worker exposure to injurious substances at levels that do not interfere with the industrial work process and do not risk the workers' health and safety. There is not an intention to eliminate all effects, such as unpleasant smells or mild irritation. Further, the health criteria are not uniformly derived for all contaminants. Irritation, narcosis, and nuisance or other forms of stress are not uniformly considered as the basis for the concentration limits. This is because different organizations use different end points and different contaminants have more or less information available on diverse end points of interest. The target population is also different from the occupants found in the spaces covered by this standard. Healthy industrial workers tend to change jobs or occupations if an exposure is intolerable. In contrast, workers in commercial environments such as offices do not expect to have elevated concentrations of potentially harmful substances, nor are monitoring programs in place, as may be the case with industrial contaminants. In addition, the general population may have less choice about where they spend most of their time and includes those who may be more sensitive, such as children, asthmatics, allergic individuals, and the elderly.

### Guidelines for Substances in Outdoor Air

Guidelines have been developed for outdoor air for a number of chemicals and metals, as shown in many of the references. These values, including some for metals, may be appropriate for some indoor environments, but they should be applied only after appropriate consultation. These guidelines also supply guidance concerning the quality of outside air if there is suspicion that outdoor air may be contaminated with specific substances or if there is a known source of contamination nearby.<sup>B-3</sup>

### Regulation of Occupational Exposure to Airborne Contaminants

Regulations of occupational exposure to workplace hazards are based on the results of accumulated experience with worker health and toxicological research and carefully evaluated by groups of experts. Effects are examined in relation to exposure to the injurious substance. Exposure is defined as the mathematical product of the concentration of the contaminant and the time during which a person is subject to this concentration. Since concentration may vary with time, exposure is typically calculated across the appropriate averaging time, expressed as a TWA concentration, STEL, or ceiling limit. Regulations of the U.S. Occupational Safety and



Health Administration (OSHA) are TWAs in most cases. Industrial exposures are regulated on the basis of a 40-hour workweek with 8- to 10-hour days. During the remainder of the time, exposure is anticipated to be substantially lower for the contaminant of concern. Application of industrial exposure limits would not necessarily be appropriate for other indoor settings, occupancies, and exposure scenarios. However, lacking exposure limits for a specific nonindustrial target population, substantial downward adjustments to occupational limits have sometimes been used.

### Substances Lacking Guidelines and Standards

For indoor contaminants for which an acceptable concentration and exposure value has not been established by a cognizant authority, one approach has been to assume that some fraction of TLV<sup>®</sup> is applicable and would not lead to adverse effects or complaints in nonindustrial populations. This approach should not be followed without assessing its suitability for the contaminant of concern. In any event, if appropriate standards or guidelines do not exist, expertise must be sought or research needs conducted to determine contaminant concentrations and exposures that are acceptable.

### Subjective Evaluation

Scientists have discovered a number of ways that airborne chemicals can cause irritation of mucosal tissue such as that found in the human nose and the upper airways. These irritation responses can occur after the "irritant receptor" is exposed to nonreactive compounds, to reactive compounds with a different pattern of dose-response relationships, and through allergic and other immunologic effects for which dose-response relationships have not been well defined. The theoretical models of these irritation mechanisms have not yet found their way into standard-setting processes. One reason for this may be the recognition of susceptible populations, i.e., individuals with atopy ("allergies") report irritation at lower

levels of exposures than individuals without allergies. A complicating factor is that more susceptible populations, such as the elderly and the young, may differ from healthy adults in their response to irritating and odorous substances.

Indoor air often contains complex mixtures of contaminants of concern such as environmental tobacco smoke,<sup>B-30, B-31</sup> infectious and allergenic biological aerosols,<sup>B-32</sup> and human bioeffluent emissions from food preparation. Precise quantitative treatment of these contaminants can be difficult or impossible in most cases. Chemical composition alone may not always be adequate to reliably predict the reaction of building occupants to most common mixtures of substances found in indoor air. To some degree, adequacy of control may rest upon subjective evaluation. Panels of observers have been used to perform subjective evaluation of indoor air quality in buildings.

Many contaminants have odors or are irritants that may be detected by human occupants or visitors to a space. Generally the air can be considered acceptably free of annoying contaminants if 80% of a panel deems the air not to be objectionable under representative conditions of use and occupancy when a group of untrained panelists is exposed to known concentrations of contaminants under controlled conditions.

When performing a subjective evaluation, an observer should enter the space in the manner of a normal visitor and should render a judgment of acceptability within 15 seconds. Each observer should make the evaluation independently of other observers and without influence from a panel leader. Users of subjective evaluation methods are cautioned that they only test odor and sensory responses. Some harmful contaminants will not be detected by such tests. Carbon monoxide and radon are two examples of odorless contaminants that pose significant health risks. To evaluate the acceptability of adapted persons (occupants), an observer should spend at least six minutes in the space before rendering a judgment of acceptability.<sup>B-29</sup>



**TABLE B-1**  
**Comparison of Regulations and Guidelines Pertinent to Indoor Environments**

The substances listed in this table are common air contaminants in industrial and non-industrial environments. The values summarized in this table are from various sources with diverse procedures and criteria for establishing the values. Some are for industrial environments (OSHA, MAK, NIOSH, ACGIH), some are for outdoor environments (NAAQS), and others are general (WHO) or indoor residential environment-related (Canadian) values. The following explanations are intended to assist the reader by providing a brief description of the criteria each agency used in adopting its guideline values.

- NAAQS: Outdoor air standards developed by the U.S. EPA under the Clean Air Act. By law, the values listed in these regulations must be reviewed every five years. These concentrations are selected to protect not only the general population but also the most sensitive individuals.
- OSHA: Enforceable maximum exposures for industrial environments developed by OSHA (U.S. Department of Labor) through a formal rule-making process. Once an exposure limit has been set, levels can be changed only through reopening the rule-making process. These permissible exposure limits (PELs) are not selected to protect the most sensitive individuals.
- MAK: Recommended maximum exposures for industrial environments developed by the Deutsche Forschungs Gemeinschaft, a German institution similar to the U.S. National Institutes of Health and NIOSH. Levels are set on a regular basis, with annual reviews and periodic republication of criteria levels. These levels are enforceable in Germany and are not selected to protect the most sensitive individuals.
- Canadian: Recommended maximum exposures for residences developed in 1987 and reaffirmed in 1995 by a committee of provincial members convened by the federal government to establish consensus guideline-type levels. A revised version is being considered. These are not intended to be enforced.
- WHO/Europe: Environmental (nonindustrial) guidelines developed in 1987 and updated in 1999 by the WHO Office for Europe (Denmark). Intended for application both to indoor and outdoor exposure.
- NIOSH: Recommended maximum exposure guidelines for industrial environments are developed by NIOSH (Centers for Disease Control) and published in a series of criteria documents. NIOSH criteria documents contain both a review of the literature and a recommended exposure limit (REL) guideline. These are not enforceable, are not reviewed regularly, and are not selected to protect the most sensitive individuals. In some cases, they are set at levels above those deemed protective of health because commonly available industrial hygiene practice does not reliably detect the substances at lower levels. (Note that methods used in nonindustrial settings are often more sensitive than NIOSH methods for industrial hygiene measurements.)
- ACGIH: Recommended maximum exposures for industrial environments developed by ACGIH's Threshold Limit Values (TLVs®) Committee. The committee reviews the scientific literature and recommends exposure guidelines. The assumptions are for usual industrial working conditions, 40-hour weeks, and single exposures. Surveillance practices for both exposures and biological responses are often in place in the work environments where these levels are used. These levels are not selected to protect the most sensitive individuals. About half of the TLVs® are intended to protect against irritation. Published studies have shown that many of the TLVs® intended to protect against irritation actually represent levels where some or all of the study subjects did report irritation.  
B-33, B-34

The table is not inclusive of all contaminants in indoor air, and achieving the listed indoor concentrations for all of the listed substances does not ensure odor acceptability, avoidance of sensory irritation, or all adverse health effects for all occupants. In addition to indoor contaminant levels, the acceptability of indoor air also involves thermal conditions, indoor moisture levels as they impact microbial growth, and other indoor environmental factors. ASHRAE is not selecting or recommending default concentrations.

Users of this table should recognize that unlisted noxious contaminants can also cause unacceptable indoor air quality with regard to comfort (sensory irritation), odors, and health. When such contaminants are known or might reasonably be expected to be present, selection of an acceptable concentration and exposure may require reference to other guidelines or a review and evaluation of relevant toxicological and epidemiological literature.



**TABLE B-1 Comparison of Regulations and Guidelines Pertinent to Indoor Environments<sup>a</sup>**

(The user of any value in this table should take into account the purpose for which it was adopted and the means by which it was developed.)

	Enforceable and/or Regulatory Levels			Non-Enforced Guidelines and Reference Levels			
	NAAQS/EPA (Ref. B-4)	OSHA (Ref. B-5)	MAK (Ref. B-2)	Canadian (Ref. B-8)	WHO/Europe (Ref. B-11)	NIOSH (Ref. B-13)	ACGIH (Ref. B-1)
Carbon dioxide		5,000 ppm	5,000 ppm 10,000 ppm [1 h]	3,500 ppm [L]		5,000 ppm 30,000 ppm [15 min]	5,000 ppm 30,000 ppm [15 min]
Carbon monoxide <sup>c</sup>	9 ppm <sup>g</sup> 35 ppm [1 h] <sup>g</sup>	50 ppm	30 ppm 60 ppm [30 min]	11 ppm [8 h] 25 ppm [1 h]	90 ppm [15 min] 50 ppm [30 min] 25 ppm [1 h] 10 ppm [8 h]	35 ppm 200 ppm [C]	25 ppm
Formaldehyde <sup>h</sup>		0.75 ppm 2 ppm [15 min]	0.3 ppm 1 ppm <sup>i</sup>	0.1 ppm [L] 0.05 ppm [L] <sup>b</sup>	0.1 mg/m <sup>3</sup> (0.081 ppm) [30 min] <sup>p</sup>	0.016 ppm 0.1 ppm [15 min]	0.3 ppm [C]
Lead	1.5 µg/m <sup>3</sup> [3 months]	0.05 mg/m <sup>3</sup>	0.1 mg/m <sup>3</sup> 1 mg/m <sup>3</sup> [30 min]	Minimize exposure	0.5 µg/m <sup>3</sup> [1 yr]	0.1 mg/m <sup>3</sup> [10 h]	0.05 mg/m <sup>3</sup>
Nitrogen dioxide	0.05 ppm [1 yr]	5 ppm [C]	5 ppm 10 ppm [5 min]	0.05 ppm 0.25 ppm [1 h]	0.1 ppm [1 h] 0.004 ppm [1 yr]	1 ppm [15 min]	3 ppm 5 ppm [15 min]
Ozone	0.12 ppm [1 h] <sup>g</sup> 0.08 ppm	0.1 ppm	j	0.12 ppm [1 h]	0.064 ppm (120 µg/m <sup>3</sup> ) [8 h]	0.1 ppm [C]	0.05 ppm <sup>k</sup> 0.08 ppm <sup>l</sup> 0.1 ppm <sup>m</sup> 0.2 ppm <sup>n</sup>
Particles <sup>e</sup> <2.5 µm MMAD <sup>d</sup>	15 µg/m <sup>3</sup> [1 yr] <sup>o</sup> 65 µg/m <sup>3</sup> [24 h] <sup>o</sup>	5 mg/m <sup>3</sup>	1.5 mg/m <sup>3</sup> for <4 µm	0.1 mg/m <sup>3</sup> [1 h] 0.040 mg/m <sup>3</sup> [L]			3 mg/m <sup>3</sup>
Particles <sup>e</sup> <10 µm MMAD <sup>d</sup>	50 µg/m <sup>3</sup> [1 yr] <sup>o</sup> 150 µg/m <sup>3</sup> [24 h] <sup>o</sup>		4 mg/m <sup>3</sup>				10 mg/m <sup>3</sup>
Radon	See Table B-2 <sup>f</sup>				2.7 pCi/L [1 yr]		
Sulfur dioxide	0.03 ppm [1 yr] 0.14 ppm [24 h] <sup>g</sup>	5 ppm	0.5 ppm 1 ppm <sup>i</sup>	0.38 ppm [5 min] 0.019 ppm	0.048 ppm [24 h] 0.012 ppm [1 yr]	2 ppm 5 ppm [15 min]	2 ppm 5 ppm [15 min]
Total Particles <sup>e</sup>		15mg/m <sup>3</sup>					



**Notes for Table B-1**

- <sup>a</sup> Numbers in brackets [ ] refer to either a ceiling or to averaging times of less than or greater than eight hours (min = minutes; h = hours; y = year; C = ceiling, L = long-term). Where no time is specified, the averaging time is eight hours.
- <sup>b</sup> Target level is 0.05 ppm because of its potential carcinogenic effects. Total aldehydes limited to 1 ppm. Although the epidemiological studies conducted to date provide little convincing evidence that formaldehyde is carcinogenic in human populations, because of this potential, indoor levels should be reduced as much as possible.
- <sup>c</sup> As one example regarding the use of values in this table, readers should consider the applicability of carbon monoxide concentrations. The concentrations considered acceptable for nonindustrial, as opposed to industrial, exposure are substantially lower. These lower concentrations (in other words, the ambient air quality standards, which are required to consider populations at highest risk) are set to protect the most sensitive subpopulation, individuals with pre-existing heart conditions.
- <sup>d</sup> MMAD = mass median aerodynamic diameter in microns (micrometers). Less than 3.0  $\mu\text{m}$  is considered respirable; less than 10  $\mu\text{m}$  is considered inhalable.
- <sup>e</sup> Nuisance particles not otherwise classified (PNOC), not known to contain significant amounts of asbestos, lead, crystalline silica, known carcinogens, or other particles known to cause significant adverse health effects.
- <sup>f</sup> See Table B-2 for the U.S. EPA guideline.
- <sup>g</sup> Not to be exceeded more than once per year.
- <sup>h</sup> The U.S. Department of Housing and Urban Development adopted regulations concerning formaldehyde emissions from plywood and particleboard intended to limit the airborne concentration of formaldehyde in manufactured homes to 0.4 ppm. (24 CFR Part 3280, HUD Manufactured Home Construction and Safety Standards)
- <sup>i</sup> Never to be exceeded.
- <sup>j</sup> Carcinogen, no maximum values established.
- <sup>k</sup> TLV® for heavy work.
- <sup>l</sup> TLV® for moderate work.
- <sup>m</sup> TLV® for light work.
- <sup>n</sup> TLV® for any work = two hours.
- <sup>o</sup> 62FR38652 - 38760, July 16, 1997.
- <sup>p</sup> Epidemiological studies suggest a causal relationship between exposure to formaldehyde and nasopharyngeal cancer, although the conclusion is tempered by the small numbers of observed and expected cases. There are also epidemiological observations of an association between relatively high occupational exposures to formaldehyde and sinonasal cancer.



**TABLE B-2**  
**Concentrations of Interest for Selected Contaminants**

The substances listed in this table are common air contaminants of concern in nonindustrial environments. The target concentrations that have been set or proposed by various national or international organizations concerned with health and comfort effects of outdoor and indoor air are listed for reference only. The table is not inclusive of all contaminants in indoor air, and achieving the target indoor concentrations for all of the listed substances does not ensure freedom from sensory irritation or from all adverse health effects for all occupants. In addition to indoor contaminant levels, the acceptability of indoor air also involves thermal conditions, indoor moisture levels as they impact microbial growth, and other indoor environmental factors. ASHRAE is not selecting or recommending default concentrations.

Health or comfort effects and exposure periods that are the basis for the guideline levels are listed in the "comments" column. For design, the goal should be to meet the guideline levels continuously during occupancy because people spend the great majority of their time indoors.

Users of this table should recognize that unlisted noxious contaminants can also cause unacceptable indoor air quality with regard to comfort (sensory irritation), odors, and health. When such contaminants are known or might reasonably be expected to be present, selection of an acceptable concentration and exposure may require reference to other guidelines or a review and evaluation of relevant toxicological and epidemiological literature. (Table B-2 summarizes some of this literature.)



**TABLE B-2 Concentration of Interest for Selected Contaminants**

(Note: References numbers that are followed by [c] and [m] list the concentrations of interest [c] and measurement methods [m].)

(Note: The user of any value in this table should take into account the purpose for which it was adopted and the means by which it was developed.)

Contaminant	Sources	Concentrations of Interest	Comments	References
CARBON MONOXIDE (CO)	Leaking vented combustion appliances Unvented combustion appliances Parking garages Outdoor air	9 ppm (8-h)	Based on effects on persons with coronary artery disease, average exposure for 8 hours. Sustained indoor concentrations exceeding outdoor concentrations may merit further investigation. Many carbon monoxide measuring instruments have limited accuracy at low levels. Sources—burning of gasoline, natural gas, coal, oil, etc. Health Effects—reduces ability of blood to bring oxygen to body cells and tissues; cells and tissues need oxygen to work. Carbon monoxide may be particularly hazardous to people who have heart or circulatory problems and people who have damaged lungs or breathing passages.	B-4 [c] B-9 [m]
FORMALDEHYDE (HCHO)	Pressed-wood products Furniture and furnishings	0.1 mg/m <sup>3</sup> (0.081 ppm)  0.05 ppm  76 ppb (1-h) 27 ppb (8-h)	Based on irritation of sensitive people, 30-minute exposure (WHO).  Established to avoid irritation in allergic and asthmatic individuals (residential) and as a value that is reasonable to achieve in light of formaldehyde's potential carcinogenicity (California Air Resources Board).  Based on the current acute 1-hour Reference Exposure Level (REL) of 76 ppb (94 µg/m <sup>3</sup> ), an exposure level of 27 ppb (33 µg/m <sup>3</sup> ) is derived for an 8-hour exposure period (Cal-EPA, OEHHA).  Health Effects—Acute and chronic inhalation exposure to formaldehyde in humans can result in eye, nose, and throat irritation, respiratory symptoms, and sensitization. Limited human studies have reported an association between formaldehyde exposure and lung and nasopharyngeal cancer. Animal inhalation studies have reported an increased incidence of nasal squamous cell cancer. EPA has classified formaldehyde as a Group B1, probable human carcinogen of medium carcinogenic hazard. The value reported here has been proposed in the hazard ranking of hazardous air pollutants in EPA's proposed rulemaking (Section 112(g) of the Clean Air Act, April 1994).	B-11 [c] B-9, 26 [m]  B-16  B-36  B-19, 20, 36
LEAD (Pb)	Paint dust Outdoor air	1.5 µg/m <sup>3</sup>	Based on adverse effects on neuropsychological functioning of children, average exposure for 3 months (WHO: 0.5-1 µg/m <sup>3</sup> for 1 year). Sources—leaded gasoline (being phased out), paint (houses, cars), smelters (metal refineries), manufacture of lead storage batteries. Health Effects—brain and other nervous system damage; children are at special risk. Some lead-containing chemicals cause cancer in animals. Lead causes digestive and other health problems. Environmental Effects—Lead can harm wildlife.	B-4 [c] B-4 [m] B-18



**TABLE B-2 Concentration of Interest for Selected Contaminants (Continued)**

(Note: References numbers that are followed by [c] and [m] list the concentrations of interest [c] and measurement methods [m].)

(Note: The user of any value in this table should take into account the purpose for which it was adopted and the means by which it was developed.)

NITROGEN DIOXIDE (NO <sub>2</sub> )	Leaking vented combustion appliances Unvented combustion appliances Outdoor air	100 µg/m <sup>3</sup>	Based on providing protection against adverse respiratory effects, average exposure for 1 year. Sources—burning of gasoline, natural gas, coal, oil, etc. Cars are an important source of NO <sub>2</sub> outdoors and cooking and water- and space-heating devices are important sources indoors. Health Effects—lung damage, illnesses of breathing passages and lungs (respiratory system). Environmental Effects—Nitrogen dioxide is a component of acid rain (acid aerosols), which can damage trees and lakes. Acid aerosols can reduce visibility. Property Damage—Acid aerosols can eat away stone used on buildings, statues, monuments, etc.	B-4 [c] B-9 [m]  B-18
ODORS	Occupants VOC sources (including fungal sources such as mold) Outdoor air	Predicted (or measured) acceptability to 80% or more of occupants or visitors	CO <sub>2</sub> concentration can be used as a surrogate for occupant odors (odorous bioeffluents). See Appendix C for a discussion of indoor CO <sub>2</sub> levels and ventilation rates. For sources other than people, source control is recommended.	B-12, 24, 29, 30 [c] B-9 (CO <sub>2</sub> ), B-15 (odor) [m]
OZONE (O <sub>3</sub> )	Electrostatic appliances Office machines Ozone generators Outdoor air	100 µg/m <sup>3</sup> (50 ppb)	Based on 25% increase in symptom exacerbations among adults or asthmatics (normal activity), 8-h exposure (WHO); continuous exposure (FDA). Ozone present at levels below the concentration of interest may contribute to the degradation of indoor air quality directly and by reacting with other contaminants in the indoor space. Ground-level ozone is the principal component of smog. Sources—outdoors, from chemical reaction of pollutants, VOCs, and NO <sub>x</sub> ; indoors, from photocopiers, laser printers, ozone generators, electrostatic precipitators, and some other air cleaners. Health Effects—breathing problems, reduced lung function, asthma, irritated eyes, stuffy nose, reduced resistance to colds and other infections. May speed up aging of lung tissue. Environmental Effects—Outdoors, ozone can damage plants and trees; smog can cause reduced visibility. Property Damage—Indoors and outdoors, ozone damages natural and synthetic rubbers, plastics, fabrics, etc.	B-6, 11 [c] B-6 [m]  B-18
PARTICLES (PM <sub>2.5</sub> )	Combustion products, cooking, candles, incense, resuspension, and outdoor air	15 µg/m <sup>3</sup>		B-4



**TABLE B-2 Concentration of Interest for Selected Contaminants (Continued)**

(Note: References numbers that are followed by [c] and [m] list the concentrations of interest [c] and measurement methods [m].)

(Note: The user of any value in this table should take into account the purpose for which it was adopted and the means by which it was developed.)

PARTICLES (PM <sub>10</sub> )	Dust Smoke Deteriorating materials Outdoor air	50 µg/m <sup>3</sup>	Based on protecting against respiratory morbidity in the general population and avoiding exacerbation of asthma, average exposure for 1 year, no carcinogens. Indoor concentrations are normally lower; guideline level may lead to unacceptable deposition of "dust." Sources—burning of wood, diesel, and other fuels; industrial plants; agriculture (plowing, burning off fields); unpaved roads. Health Effects—nose and throat irritation, lung damage, bronchitis, early death. Environmental Effects—Particulates are the main source of haze that reduces visibility. Property Damage—Ashes, soot, smoke, and dust can dirty and discolor structures and other property, including clothes and furniture.	B-4 [c] B-4 [m]  B-18
RADON (Rn)	Soil gas	4 pCi/liter <sup>a</sup>	Based on lung cancer, average exposure for 1 year.	B-7 [c,m] B-10 [m]
SULFUR DIOXIDE (SO <sub>2</sub> )	Unvented space heaters (kerosene) Outdoor air	80 µg/m <sup>3</sup>	Based on protecting against respiratory morbidity in the general population and avoiding exacerbation of asthma, average exposure for 1 year (WHO: 50 µg/m <sup>3</sup> if with PM). Source—burning of coal and oil, especially high-sulfur coal from the eastern United States; industrial processes (paper, metals). Health Effects—breathing problems; may cause permanent damage to lungs. Environmental Effects—SO <sub>2</sub> is a component of acid rain (acid aerosols), which can damage trees and lakes. Acid aerosols can also reduce visibility. Property Damage—Acid aerosols can eat away stone used in buildings, statues, monuments, etc.	B-4 [c] B-4 [m]  B-18
TOTAL VOLATILE ORGANIC COMPOUNDS (TVOCs)	New building materials and furnishings Consumable products Maintenance materials Outdoor air	Precise guidance on TVOC concentrations cannot be given.	A variety of definitions of TVOC have been employed in the past. Reference B-27 contains a specific definition that reflects recent thinking on the subject. There is insufficient evidence that TVOC measurements can be used to predict health or comfort effects. In addition, odor and irritation responses to organic compounds are highly variable. Furthermore, no single method currently in use measures all organic compounds that may be of interest. Therefore, some investigators have reported the total of all measured VOCs as the SumVOC in order to make explicit that the reported value does not represent the total of all VOCs present. Some of the references included here use this method for presenting VOC measurement results. Setting target concentrations for TVOCs is not recommended. Setting target concentrations for specific VOCs of concern is preferred.	B-9 [m] B-14, 26-28, 35, 38



**TABLE B-2 Concentration of Interest for Selected Contaminants (Continued)**

(Note: References numbers that are followed by [c] and [m] list the concentrations of interest [c] and measurement methods [m].)

(Note: The user of any value in this table should take into account the purpose for which it was adopted and the means by which it was developed.)

Volatile Organic Compounds (VOCs)	New building materials and furnishings Consumable products Maintenance materials Outdoor air	Must be determined for each individual compound	Individual volatile organic compounds may be contaminants of concern in the application of the Indoor Air Quality Procedure. Concentrations of concern range from less than 1 part per billion (ppb) for some very toxic compounds or for compounds having very low odor thresholds up to concentrations several orders of magnitude higher. Not all compounds can be identified, and toxicological data are incomplete for many compounds.	B-22-26, 28 [c] B-9, 10, 21 [m] B-15, 37, 39, 40
<b>Notes for Table B-2</b>  <sup>a</sup> The U.S. EPA has promulgated a guideline value of 4 pCi/L indoor concentration. This is not a regulatory value but an action level where mitigation is recommended if the value is exceeded in long-term tests.  <b>CONVERSION FACTORS<sup>B-17</sup></b>  <b>Parts per million and mass per unit volume</b>  Measurements of indoor airborne concentrations of substances are generally converted to standard conditions of 77°F (25°C) and 29.92 in. Hg (101.325 kPa) pressure. Vapors or gases are often expressed in parts per million (ppm) by volume or in mass per unit volume. Concentrations in ppm by volume can be converted to mass per unit volume values as follows: $\text{ppm} \times \text{molecular weight}/24,450 = \text{mg/L}$ $\text{ppm} \times \text{molecular weight}/0.02445 = \mu\text{g}/\text{m}^3$ $\text{ppm} \times \text{molecular weight}/24.45 = \text{mg}/\text{m}^3$ $\text{ppm} \times \text{molecular weight} \times 28.3/24,450 = \text{mg}/\text{ft}^3$				



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(This appendix is not part of this standard. It is merely informative and does not contain requirements necessary for conformance to the standard. It has not been processed according to the ANSI requirements for a standard and may contain material that has not been subject to public review or a consensus process. Unresolved objectors on informative material are not offered the right to appeal at ASHRAE or ANSI.)

## APPENDIX C

### RATIONALE FOR MINIMUM PHYSIOLOGICAL REQUIREMENTS FOR RESPIRATION AIR BASED ON CO<sub>2</sub> CONCENTRATION

Oxygen is necessary for metabolism of food to sustain life. Carbon and hydrogen in foods are oxidized to CO<sub>2</sub> and H<sub>2</sub>O, which are eliminated by the body as waste products. Foods can be classified as carbohydrates, fats, and proteins, and the ratio of carbon to hydrogen in each is somewhat different. The respiratory quotient (RQ) is the volumetric ratio of carbon dioxide produced to oxygen consumed. It varies from 0.71 for a diet of 100% fat to 0.8 for a diet of 100% protein and 1.00 for a diet of 100% carbohydrates (see Reference C-1). A value of RQ = 0.83 applies to a normal diet mix of fat, carbohydrate, and protein.

The rate at which oxygen is consumed and carbon dioxide is generated depends on physical activity. These relationships are shown in Figure C.2 (see Reference C-2). The breathing rate is shown also. A simple mass balance equation gives the outdoor air flow rate needed to maintain the steady-state CO<sub>2</sub> concentration below a given limit.

$$V_o = N / (C_s - C_o) \quad (C-1)$$

where

- $V_o$  = outdoor air flow rate per person
- $V_e$  = breathing rate
- $N$  = CO<sub>2</sub> generation rate per person
- $C_e$  = CO<sub>2</sub> concentration in exhaled breath
- $C_s$  = CO<sub>2</sub> concentration in the space
- $C_o$  = CO<sub>2</sub> concentration in outdoor air



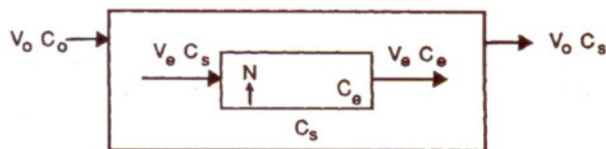


Figure C.1 Two chamber model.

For example, at an activity level of 1.2 met units (1.0 met = 18.4 Btu/h·ft<sup>2</sup>), corresponding to sedentary persons, the CO<sub>2</sub> generation rate is 0.31 L/min. Laboratory and field studies have shown that with sedentary persons about 15 cfm (7.5 L/s) per person of outdoor air will dilute odors from human bioeffluents to levels that will satisfy a substantial majority (about 80%) of unadapted persons (visitors) to a space (Berg-Munch et al. 1986; Cain et al. 1983; Fanger and Berg-Munch 1983; Iwashita et al. 1989; Yaglou et al. 1936). If the ventilation rate is to be held to 15 cfm (7.5 L/s) per person, the resulting steady-state CO<sub>2</sub> concentration relative to that in the outdoor air is,

$$\begin{aligned} C_s - C_o &= N/V_o \\ &= 0.31/(7.5 \times 60 \text{ s/min}) \\ &= 0.000689 \text{ liters of CO}_2 \text{ per liter of air} \\ &\approx 700 \text{ ppm} \end{aligned}$$

Thus, maintaining a steady-state CO<sub>2</sub> concentration in a space no greater than about 700 ppm above outdoor air levels will indicate that a substantial majority of visitors entering a space will be satisfied with respect to human bioeffluents (body odor). A more detailed discussion of this relationship between CO<sub>2</sub> concentrations and the perception of bioeffluents, as well as the use of indoor CO<sub>2</sub> to estimate building ventilation rates, is contained in ASTM Standard D6245.

CO<sub>2</sub> concentrations in acceptable outdoor air typically range from 300 to 500 ppm. High CO<sub>2</sub> concentrations in the outdoor air can be an indicator of combustion and/or other contaminant sources.

Figure C.3 shows the outdoor air flow rate required as a function of physical activity and steady-state room concentration. If the activity level is greater than 1.2 met, the required ventilation must be increased to maintain the same carbon dioxide level.

Also the decrease in oxygen content of the room air can be found from Equation C-1 when oxygen concentration is substituted for carbon dioxide concentration.

$$C_o - C_s = N/V_o \quad (\text{C-2})$$

The term  $N$  now has a negative value with respect to its use in Equation C-1 since oxygen is consumed rather than generated.

$$C_s = C_o - N/V_o \quad (\text{C-3})$$

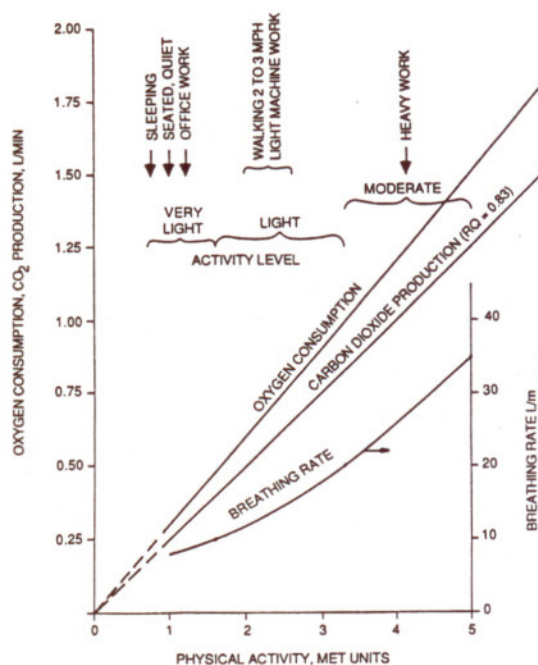


Figure C.2 Metabolic data.

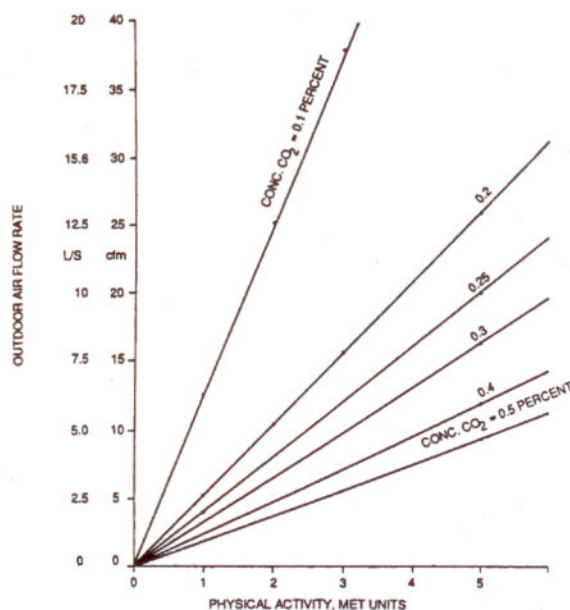


Figure C.3 Ventilation requirements.

The oxygen consumption rate is 0.36 L/min when the activity level is 1.2 met. For ventilation at a rate of 15 cfm (429 L/min) and an activity level of 1.2 met units, the room oxygen level will be reduced from an outdoor concentration to 20.9%. Thus the oxygen content of the room is reduced from 21% to 20.9%, a change of only 0.5%. The carbon dioxide is raised from the background of 0.03% to 0.1%, a change of 230%. Thus dilution of carbon dioxide is clearly more significant than replacing oxygen.



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## APPENDIX D ACCEPTABLE MASS BALANCE EQUATIONS FOR USE WITH INDOOR AIR QUALITY PROCEDURE

When applying the Indoor Air Quality Procedure from Section 6.3, mass balance analysis may be employed to determine outdoor air ventilation requirements to control indoor contaminant levels. The equations in Table D-1 are acceptable for performing such mass balance analysis in single-zone systems.

## Quantities

$A, B$	=	filter location
$V$	=	volumetric flow
$C$	=	contaminant concentration
$e$	=	air change effectiveness
$E_f$	=	filter efficiency
$F_r$	=	flow reduction factor
$N$	=	contaminant generation rate
$R$	=	recirculation flow factor

## Subscripts

$o$	=	outdoor
$r$	=	return
$s$	=	space

Figure D.1 shows a representative system. A filter may be located in the recirculated airstream (location A) or in the supply (mixed) airstream (location B).

Variable-air-volume (VAV) systems reduce the circulation rate when the thermal load is satisfied. This is accounted for by a flow reduction factor  $F_r$ .

A mass balance for the contaminant may be written to determine the required outdoor airflow or the space contaminant concentration for each of the system arrangements. The various permutations for the air-handling and distribution systems are described in Table D-1. There are eight variations. The mass balance equations for computing the required outdoor airflow and the space contaminant concentration at steady-state conditions for each system are presented in Table D-1.

If the allowable space contamination is specified, the equations in Table D-1 may be solved for the outdoor flow rate  $V_o$ . When the outdoor airflow rate is specified, the equations may be solved for the resulting contaminant concentration as shown in Table D-1.

While the calculation methods in this appendix are based on single-zone systems and steady-state analysis, calculation methods exist that account for multizone and transient effects.<sup>D-1</sup>

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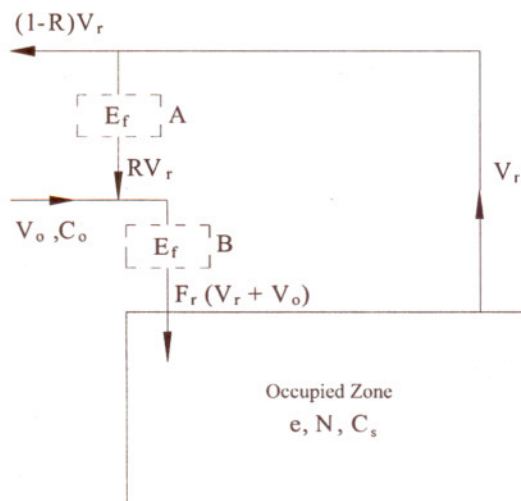


Figure D.1 Ventilation System Schematic



**TABLE D-1**  
**Required Outdoor Air or Space Contaminant Concentration with Recirculation and Filtration**

Required Recirculation Rate			Required Outdoor Airflow	Space Contaminant Concentration
Filter Location	Flow	Outdoor Airflow		
None	VAV	100%	$V_o = \frac{N}{E_v F_r (C_s - C_o)}$	$C_s = C_o + \frac{N}{E_v F_r V_o}$
A	Constant	Constant	$V_o = \frac{N - E_v R V_r E_f C_s}{E_v (C_s - C_o)}$	$C_s = \frac{N + E_v V_o C_o}{E_v (V_o + R V_r E_f)}$
A	VAV	Constant	$V_o = \frac{N - E_v F_r R V_r E_f C_s}{E_v (C_s - C_o)}$	$C_s = \frac{N + E_v V_o C_o}{E_v (V_o + F_r R V_r E_f)}$
A	VAV	Proportional*	$V_o = \frac{N - E_v F_r R V_r E_f C_s}{E_v F_r (C_s - C_o)}$	$C_s = \frac{N + E_v F_r V_o C_o}{F_r E_v (V_o + R V_r E_f)}$
B	Constant	Constant	$V_o = \frac{N - E_v R V_r E_f C_s}{E_v [C_s - (1 - E_f) C_o]}$	$C_s = \frac{N + E_v V_o (1 - E_f) C_o}{E_v (V_o + R V_r E_f)}$
B	VAV	100%	$V_o = \frac{N}{e F_r [C_s - (1 - E_f) C_o]}$	$C_s = \frac{N + e F_r V_o (1 - E_f) C_o}{e F_r V_o}$
B	VAV	Constant	$V_o = \frac{N - E_v F_r R V_r E_f C_s}{E_v [C_s - (1 - E_f) C_o]}$	$C_s = \frac{N + E_v V_o (1 - E_f) C_o}{E_v (V_o + F_r R V_r E_f)}$
B	VAV	Proportional	$V_o = \frac{N - E_v F_r R V_r E_f C_s}{E_v F_r [C_s - (1 - E_f) C_o]}$	$C_s = \frac{N + E_v F_r V_o (1 - E_f) C_o}{E_v F_r (V_o + R V_r E_f)}$

\* Proportional indicates that the outdoor airflow varies with the supply airflow, such that the outdoor airflow is equal to the design value times the flow reduction factor  $F_r$ .



(This is a normative appendix and is part of the standard.)

## APPENDIX E VENTILATION RATES FOR HEALTH CARE FACILITIES, RESIDENTIAL BUILDINGS, AND VEHICLES

**TABLE E-1\***

**Outdoor Air Requirements for Ventilation of Health Care Facilities (Hospitals, Nursing and Convalescent Homes)**

Application	Estimated Maximum** Occupancy P/1000 ft <sup>2</sup> or 100 m <sup>2</sup>	Outdoor Air Requirements				Comments
		cfm/ person	L/s · person	cfm/ft <sup>2</sup>	L/s · m <sup>2</sup>	
Patient rooms	10	25	13			Special requirements or codes and pressure relationships may determine minimum ventilation rates and filter efficiency. Procedures generating contaminants may require higher rates.
Medical procedure	20	15	8			
Operating rooms	20	30	15			
Recovery and ICU	20	15	8			
Autopsy rooms	20			0.50	2.50	Air shall not be recirculated into other spaces.
Physical therapy	20	15	8			

\* Table E-1 prescribes supply rates of acceptable outdoor air required for acceptable indoor air quality. These values have been chosen to dilute human bioeffluents and other contaminants with an adequate margin of safety and to account for health variations among people and varied activity levels.

\*\* Net occupiable space.

**TABLE E-2<sup>a</sup>**

**Outdoor Air Requirements for Ventilation of Residential Facilities (Private Dwellings, Single, Multiple)**

Applications	Outdoor Requirements	Comments
Living areas	0.35 air changes per hour but not less than 15 cfm (7.5 L/s) per person	For calculating the air changes per hour, the volume of the living spaces shall include all areas within the conditioned space. The ventilation is normally satisfied by infiltration and natural ventilation. Dwellings with tight enclosures may require supplemental ventilation supply for fuel-burning appliances, including fireplaces and mechanically exhausted appliances. Occupant loading shall be based on the number of bedrooms as follows: first bedroom, two persons; each additional bedroom, one person. Where higher occupant loadings are known, they shall be used.
Kitchens <sup>b</sup>	100 cfm (50 L/s) intermittent or 25 cfm (12 L/s) continuous or openable windows	Installed mechanical exhaust capacity. <sup>c</sup> Climatic conditions may affect choice of the ventilation system.
Baths, Toilets <sup>b</sup>	50 cfm (25 L/s) intermittent or 20 cfm (10 L/s) continuous or openable windows	Installed mechanical exhaust capacity <sup>c</sup>
Garages: Separate for each dwelling unit	100 cfm (50 L/s) per car	Normally satisfied by infiltration or natural ventilation
Common for several units	1.5 cfm/ft <sup>2</sup> (7.5 L/s m <sup>2</sup> )	See "Parking garages" in Table 6-4.

<sup>a</sup> In using this table, the outdoor air is assumed to be acceptable.

<sup>b</sup> Climatic conditions may affect choice of ventilation option chosen.

<sup>c</sup> The air exhausted from kitchens, bath, and toilet rooms may utilize air supplied through adjacent living areas to compensate for the air exhausted. The air supplied shall meet the requirements of exhaust systems as described in Section 5.8 and be of sufficient quantities to meet the requirements of this table.

**TABLE E-3\***

**Outdoor Air Requirements for Ventilation of Vehicles**

Application	Estimated Maximum** Occupancy P/1000 ft <sup>2</sup> or 100 m <sup>2</sup>	Outdoor Air Requirements				Comments
		cfm/ person	L/s · person	cfm/ft <sup>2</sup>	L/s · m <sup>2</sup>	
Vehicles	150	15	8			Ventilation within vehicles may require special considerations.

\* Table E-3 prescribes supply rates of acceptable outdoor air required for acceptable indoor air quality. These values have been chosen to dilute human bioeffluents and other contaminants with an adequate margin of safety and to account for health variations among people and varied activity levels.

\*\* Net occupiable space.



(This appendix is not part of this standard. It is merely informative and does not contain requirements necessary for conformance to the standard. It has not been processed according to the ANSI requirements for a standard and may contain material that has not been subject to public review or a consensus process. Unresolved objections on informative material are not offered the right to appeal at ASHRAE or ANSI.)

## APPENDIX F SEPARATION OF EXHAUST OUTLETS AND OUTDOOR AIR INTAKES

**F1 General.** Exhaust air and vent outlets as defined in Table 5-1 shall be located no closer to outdoor air intakes, and operable windows, skylights, and doors, both those on the subject property and those on adjacent properties, than the minimum separation distance  $L$  specified in this section. The distance  $L$  is defined as the shortest "stretched string" distance measured from the closest point of the outlet opening to the closest point of the outdoor air intake opening or operable window, skylight, or door opening, along a trajectory as if a string were stretched between them.

**F2 Application.** Exhaust outlets and outdoor air intakes or other openings shall be separated in accordance with the following. **Exception:** Laboratory fume hood exhaust air outlets shall be in compliance with NFPA 45-1991 and ANSI/AIHA Z9.5-1992.

**F2.1 Outdoor Air Intakes.** Minimum separation distance between exhaust air/vent outlets as defined in Table 5-1 and outdoor air intakes to mechanical ventilation systems or operable windows, skylights, and doors that are required as part of natural ventilation systems shall be equal to distance  $L$  determined in accordance with Section F3. **Exception:** Separation distances do not apply when exhaust and outdoor air intake systems do not operate simultaneously.

**F2.2 Other Building Openings.** Minimum separation distance between building exhaust air/vent outlets as defined in Table 5-1 and operable openings to occupiable spaces shall be half of the distance  $L$  determined in accordance with Section F3. Minimum separation distance between high odor intensity or noxious or dangerous exhaust air/vent outlets and operable openings to occupiable spaces shall be equal to the distance  $L$  determined in accordance with Section F3.

**F2.3 Additional Limitations for Noxious or Dangerous Air.** Minimum separation distance between exhausts located less than 65 ft (20 m) vertically below outdoor air intakes or operable windows and doors shall be equal to a horizontal separation only as determined in accordance with Section F3; no credit may be taken for any vertical separation.

**F2.4 Equipment Wells.** Exhaust air outlets that terminate in an equipment well that also encloses an outdoor air intake shall meet the separation requirements of this section and, in addition, shall either

- (a) terminate at or above the highest enclosing wall and discharge air upward at a velocity exceeding 1000 fpm (5 m/s)

or

- (b) terminate 3 ft (1 m) above the highest enclosing wall (with no minimum velocity).

**Exception:** Low contaminant or intensity air.

For the purpose of this section, an equipment well is an area (typically on the roof) enclosed on three or four sides by walls that are less than 75% free area, and the lesser of the length and width of the enclosure is less than three times the average height of the walls. The free area of the wall is the ratio of area of the openings through the wall, such as openings between louver blades and undercuts, divided by the gross area (length times height) of the wall.

**F2.5 Property Lines.** Minimum separation distance between exhaust air/vent outlets and property lines shall be half of the distance  $L$  determined in accordance with Section F3. For significant contaminant or odor intensity exhaust air, where the property line abuts a street or other public way, no minimum separation is required if exhaust termination is 10 ft (3 m) above grade.

**F3 Determining Distance  $L$ .** Separation distance  $L$  shall be determined using any of the following approaches:

- (a) Use the values of  $L$  in Table F-1.
- (b) Calculate  $L$  in accordance with Equation F-1 (a or b).
- (c) Determine  $L$  using any calculation or test procedure approved by the authority having jurisdiction that shows that the proposed design will result in equivalent or greater dilution factors than those specified in Table F-2.

$$L = 0.09\sqrt{Q}(\sqrt{DF} - U/400) \text{ in feet (IP)} \quad (\text{F-1a})$$

$$L = 0.04\sqrt{Q}(\sqrt{DF} - U/2) \text{ in meters (SI)} \quad (\text{F-1b})$$

where

$Q$  = exhaust air volume, cfm (L/s). For gravity vents, such as plumbing vents, use an exhaust rate of 150 cfm (75 L/s). For flue vents from fuel-burning appliances, assume a value of 250 cfm per million Btu/h (0.43 L/s per Kw) of combustion input (or obtain actual rates from the combustion appliance manufacturer).

$DF$  = dilution factor, which is the ratio of outside air to entrained exhaust air in the outside air intake. The minimum dilution factor shall be determined as a function of exhaust air class in Table F-2:

**TABLE F-1 Minimum Separation Distance,  $L$ , in ft (m)**

Significant Contaminant or Odor Intensity	Noxious or Dangerous Particles
15 (5)	30 (10)

**TABLE F-2 Minimum Dilution Factors**

Exhaust Air Class	Dilution Factor, $DF$
Significant contaminant or odor intensity	15
Noxious or dangerous particles	50*

\*Does not apply to fume hood exhaust. See Section F2.



For exhaust air composed of more than one class of air, the dilution factor shall be determined by averaging the dilution factors by the volume fraction of each class:

$$DF = \frac{\sum DF_i * Q_i}{\sum Q_i}$$

where

$DF_i$  = dilution factor from Table F-2 for class  $i$  air and  $Q_i$  is the volumetric flow rate of class  $i$  air in the exhaust airstream.

$U$  = exhaust air discharge velocity, fpm (m/s). As shown in Figure F.1,  $U$  shall have a positive value when the exhaust is directed away from the outside air intake at an angle that is greater than  $45^\circ$  from the direction of a line drawn from the closest exhaust point the

edge of the intake;  $U$  shall have a negative value when the exhaust is directed toward the intake bounded by lines drawn from the closest exhaust point the edge of the intake; and  $U$  shall be set to zero for other exhaust air directions regardless of actual velocity.  $U$  shall be set to 0 in Equation F-1 for vents from gravity (atmospheric) fuel-fired appliances, plumbing vents, and other nonpowered exhausts, or if the exhaust discharge is covered by a cap or other device that dissipates the exhaust airstream. For hot gas exhausts such as combustion products, an effective additional 500 fpm (2.5 m/s) upward velocity shall be added to the actual discharge velocity if the exhaust stream is aimed directly upward and unimpeded by devices such as flue caps or louvers.

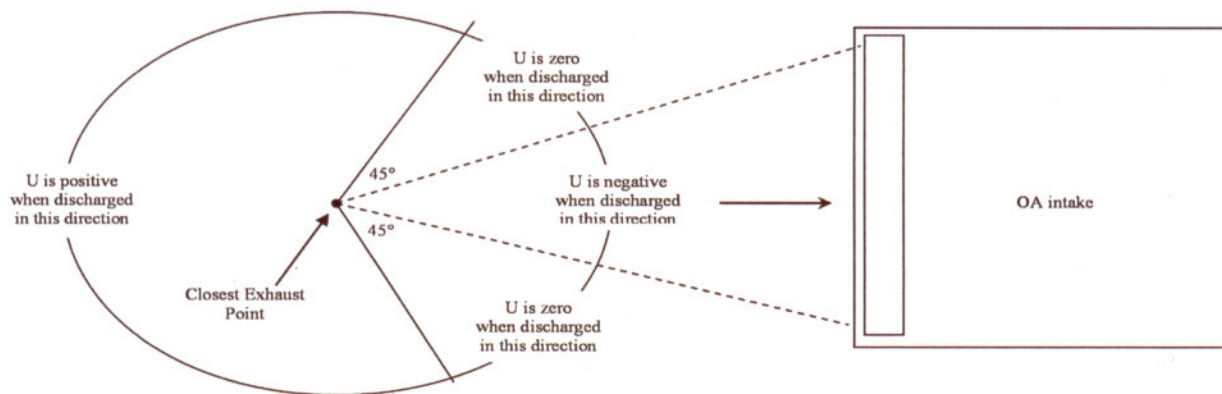


Figure F.1



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## APPENDIX G APPLICATION AND COMPLIANCE

This appendix contains application and compliance suggestions that are intended to assist users and enforcement agencies in applying this standard.

For the most part, ASHRAE Standard 62.1-2004 is specifically written for new buildings because some of its requirements assume that other requirements within the standard have been met. In the case of existing buildings, retroactive application and compliance with all the requirements of this standard may not be practical. However, the principles established in this standard may be applied to most existing commercial and institutional buildings. Some existing buildings may achieve acceptable indoor air quality despite not meeting the requirements of ASHRAE Standard 62.1-2004 due to, for example, good maintenance and capital improvement procedures, building materials that, by virtue of their age, have very low contaminant emission rates, and many other factors.

### G1 Application

#### G1.1 New Buildings

All sections and normative appendices should apply to new buildings falling within the scope of this standard.

#### G1.2 Existing Buildings

The standard should be applied to existing buildings at least in the following circumstances:

##### 1. Additions to Existing Buildings

All additions to existing buildings should meet the requirements of this standard as if the addition were a new building. An exception may be made when an existing ventilation system is extended to serve the addition. In this case, the existing system components, such as fans and cooling and heating equipment, need not meet the requirements of this standard. However, the extended existing system should remain in compliance with ventilation codes and standards that were in effect at the time it was permitted for construction.

##### 2. Repairs

Repairing (making operational) existing equipment or other building components does not require the building or any of its components to retroactively comply with this standard.

##### 3. Replacement

Any component of a building that is removed and replaced should meet the applicable requirements of Section 5, Systems and Equipment, of this standard for that component. An exception may be made in cases when replacing a component of like size and kind, provided all requirements

of codes and standards used at the time of original system design and installation are met. For example, replacement of an air-conditioning unit with one of similar capacity would not require retroactive compliance with ventilation rates and other requirements of this standard. Unaltered components do not need to be retroactively brought into compliance except when there are substantial alterations (as defined below).

#### 4. Substantial Alterations

If a building is substantially altered, the requirements of this standard should be met as if the building were new. A building would be considered substantially altered if the cost of the revisions exceeds 50% of the building's fair market value, excluding the cost of compliance with this standard.

#### 5. Change in Use

If the space application category as listed in Table 6-1 changes, such as from office to retail, the minimum ventilation rates required by Section 6, "Procedures," should be met for that space.

### G2 Compliance

Demonstrating that acceptable indoor air quality has been achieved, such as by measuring contaminant concentrations or surveying occupants, would not be required by this standard except where required by the IAQ Procedure.

---

*The following section is a suggested model code language.*

## Application and Compliance

### Application

**New Buildings.** All sections and normative appendices apply to new buildings falling within the scope of this standard.

### Existing Buildings

**Additions to Existing Buildings.** All additions to existing buildings within the scope of this standard shall meet the requirements of all sections and normative appendices.

**Exception:** When an existing ventilation system is extended to serve an addition, the existing system components, such as fans and cooling and heating equipment, need not meet the requirements of this standard. However, the extended existing system must remain in compliance with ventilation codes and standards that were in effect at the time it was permitted for construction.

**Repairs.** Repairing (making operational) existing equipment or other building components shall be allowed without requiring the building or any of its components to comply with this standard.

**Replacement.** Any component of a building that is removed and replaced shall meet the applicable requirements of Section 5, "Systems and Equipment", of this standard for that component. Unaltered components are not required to be brought into compliance except as required due to a change in use.

**Exception:** Replacement of a building component or individual piece of equipment with a component of like size and

kind, provided that all requirements of codes effective at the time of original system design and installation are met. For example, replacement of an air-conditioning unit with one of similar capacity would not require that the ventilation rate requirements and other requirements of this standard be met.

**Substantial Alterations.** If a building is substantially altered, all sections and normative appendices of this standard shall be met as if the building were new. A building shall be considered substantially altered if the cost of the revisions exceeds 50% of the building's fair market value, excluding the cost of compliance with all sections and normative appendices of this standard.

**Change in Use.** If the space application category as listed in Table 2 changes, such as from office to retail, the minimum ventilation rates required by Section 6, "Procedures," shall be met for that space.

### **Compliance**

Demonstrating that acceptable indoor air quality has been achieved, such as by measuring contaminant concentrations or surveying occupants, is not required by this standard except where required by the IAQ Procedure.



(This appendix is not part of this standard. It is merely informative and does not contain requirements necessary for conformance to the standard. It has not been processed according to the ANSI requirements for a standard and may contain material that has not been subject to public review or a consensus process. Unresolved objectors on informative material are not offered the right to appeal at ASHRAE or ANSI.)

## APPENDIX H ADDENDA DESCRIPTION INFORMATION

ANSI/ASHRAE Standard 62.1-2004 incorporates ANSI/ASHRAE Standard 62-2001 and Addenda *h, i, k, n, o, r, t, u, v, x, y, z, aa, ab, ad, ae, and af* to ANSI/ASHRAE Standard 62-2001. Table H-1 lists each addendum and describes the way in which the standard is affected by the change. It also lists the ASHRAE and ANSI approval dates for each addendum.

**TABLE H-1 Addenda to ANSI/ASHRAE Standard 62-2001**

Addendum	Section(s) Affected	Description of Changes*	Approval Dates: • Standards Committee • ASHRAE BOD • ANSI
62h	Deleted the second, fourth, and fifth bullets of Section 6.1 of the 2001 edition. [Note that the remainder of this section is deleted by another addendum.] Deleted Section 6.1.3.2, Recirculation Criteria, in the 2001 edition. Also deleted Section 6.2 of the 2001 edition, Indoor Air Quality Procedure, as well as its subsections, and replaced this section with a revised IAQP, which is renumbered as Section 6.3 in the 2004 edition.	This addendum modifies the IAQ Procedure by converting the material in the standard into mandatory and enforceable language. The IAQ Procedure is intended to permit innovative energy-conserving practices.	June 28, 2003 July 3, 2003 November 26, 2003
62i	Deleted the entire Section 4, Classification, in the 2001 edition. Deleted paragraphs 2-5 at the beginning of Section 6. Added Sections 6.1, General, 6.1.1, Ventilation Rate Procedure, and 6.1.2, IAQ Procedure, in the 2004 edition.	This addendum describes the use of the Ventilation Rate and IAQ Procedures and describes when the IAQ Procedure can be used.	January 12, 2002 January 17, 2002 March 25, 2002
62k	Added a new informative Appendix K, Application and Compliance.	This addendum addresses the application of the standard in new and existing buildings.	June 26, 2002 June 27, 2002 September 30, 2002
62n	Changed the name of the term "occupied zone" to "breathing zone" in Section 3, Definitions, and added a definition for "zone." Deleted the entire Section 6.1 in the 2001 edition, Ventilation Rate Procedure, and replaced it with a revised procedure (Section 6.2 and Tables 6-1, 6-2, and 6-3 in the 2004 edition). Deleted Appendix E in the 2001 edition and replaced it with a new Appendix E, Ventilation Rates for Health Care Facilities, Residential Buildings, and Vehicles. Added a new Appendix A in the 2004 edition, Multiple Zone Systems.	This addendum converts the Ventilation Rate Procedure into mandatory and enforceable language. It specifies the determination of design ventilation rates that can easily be measured so that compliance can be verified by breathing zone ventilation requirements to the ventilation system outdoor air-intake rate. The breathing zone ventilation rate now includes both an area-related component and an occupant-density-related component, which are summed to determine the required ventilation for the space.	June 28, 2003 July 3, 2003 January 8, 2004
62o	Removed references to smoking areas from Table 2 of the 2001 edition (renumbered as Table 6-1 in the 2004 edition); Added a new Section 6.2.9 in the 2004 edition, Ventilation in Smoking Areas.	This addendum changes the ventilation rates in Table 6-1 to apply to no-smoking spaces only and lowers some rates based upon their application to no-smoking spaces only. For smoking-permitted spaces, it requires additional (but unspecified) ventilation in excess of table rates.	June 26, 2003 June 27, 2003 April 2, 2003
62r	Added a new Section 4 to the 2004 edition, Outdoor Air Quality. Deleted Sections 5.9 through 5.11 in the 2001 edition. Deleted Sections 6.1.1 and 6.1.2 in the 2001 edition and added Sections 6.2.1.1, Particulate Matter, and 6.2.1.3, Other Outdoor Air Contaminants, to the 2004 edition.	This addendum modifies the requirements for an assessment of outdoor air quality and requires filtration of the intake air when outdoor particle levels are high.	January 25, 2003 January 30, 2003 May 27, 2003

\* These descriptions may not be complete and are provided for information only.



**TABLE H-1 Addenda to ANSI/ASHRAE Standard 62-2001**

Addendum	Section(s) Affected	Description of Changes*	Approval Dates: • Standards Committee • ASHRAE BOD • ANSI
62t	Replaced Section 5.11 in the 2001 edition with a revised Section 5.11 in the 2004 edition. Added new Sections 5.12, 5.13, and 5.14 in the 2004 edition.	This addendum clarifies and codifies the requirements related to condensate management, including drain pan design, carryover from cooling coils, and access for inspection and cleaning.	January 12, 2002 January 12, 2002 April 9, 2002
62u	Added a new Section 5.4; Ventilation System Controls, to the 2004 edition.	This addendum adds requirements related to the control of ventilation systems, including outdoor air intake control in VAV systems.	January 12, 2002 January 12, 2002 April 24, 2002
62v	Added a new Section 5.2, Ventilation Air Distribution, and its subsections to the 2004 edition.	This addendum adds requirements to ensure that air-distribution systems are capable of delivering outdoor air to occupied spaces.	January 12, 2002 January 12, 2002 April 12, 2002
62x	Deleted Section 5.10 in the 2001 edition and replaced it with a new Section 5.10, Dehumidification Systems, and its subsections in the 2004 edition. Add a new Section 5.15, Building Envelope and Interior Surfaces, and its subsections in the 2004 edition.	This addendum clarifies and adds requirements related to indoor humidity and the building envelope as they relate to potential indoor air quality problems.	June 28, 2003 July 3, 2003 November 19, 2003
62y	Added a new Section 5.17, Air Classification and Recirculation, to the 2004 edition and added a new column, Air Class, to Table 6-1 of the 2004 edition.	This addendum classifies air with respect to contaminant and odor intensity and limits the recirculation of lower-quality air into spaces that contain air of higher quality.	June 26, 2004 July 1, 2004 August 5, 2004
62z	Added a new Section 6.2.1.2, Ozone, to the 2004 edition.	This addendum requires cleaning of the intake air when outdoor ozone levels are high.	January 25, 2003 January 30, 2003 June 4, 2003
62aa	Deleted Section 5.4 in the 2001 edition and replaced it with a new Section 5.4, Outdoor Air Intakes, in the 2004 edition. Also added a new informative Appendix F, Separation of Exhaust Outlets and Outdoor Air Intakes.	This addendum converts requirements related to outdoor air intake location and intake protection into mandatory and enforceable language.	June 26, 2004 July 1, 2004 August 5, 2004
62ab	Deleted Section 5.6 in the 2001 edition and added a new Section 5.7, Local Capture of Contaminants, in the 2004 edition.	This addendum clarifies existing requirements for control of contaminants from stationary, non-combustion local sources with integrated capture systems.	January 12, 2002 January 17, 2002 February 20, 2002
62ad	Deleted Appendix A in the 2001 edition, Conversion Factors. Updated and clarified Appendix B, Summary of Selected Air Quality Guidelines, on contaminant concentration guidelines.	This addendum updates Appendix B, which provides resources for designers using the IAQP as well as guideline contaminant concentration values for industrial environments.	January 25, 2003 January 30, 2003 All Informative Material: Not ANSI approved
62ae	Added several new definitions in Section 3 and revised several other definitions. Updated and corrected some references in Section 9. Deleted Appendix F in the 2001 edition. Revised Appendix D.	This addendum adds definitions of "indoor air," "cognizant authority," and "industrial space."	June 28, 2003 July 3, 2003 September 29, 2003
62af	Changed the standard's purpose and scope in Sections 1 and 2.	This addendum clarifies the standards's relevance to new and existing buildings and clarifies its coverage of industrial and laboratory spaces. It also adds a caveat concerning situations where outdoor air quality may be poor.	January 25, 2003 January 30, 2003 May 27, 2003

\* These descriptions may not be complete and are provided for information only.





# NOTICE

## INSTRUCTIONS FOR SUBMITTING A PROPOSED CHANGE TO THIS STANDARD UNDER CONTINUOUS MAINTENANCE

This standard is maintained under continuous maintenance procedures by a Standing Standard Project Committee (SSPC) for which the Standards Committee has established a documented program for regular publication of addenda or revisions, including procedures for timely, documented, consensus action on requests for change to any part of the standard. SSPC consideration will be given to proposed changes according to the following schedule:

### Deadline for receipt of proposed changes

February 20

### SSPC will consider proposed changes at next

ASHRAE Annual Meeting (normally June)

Proposed changes must be submitted to the Manager of Standards (MOS) in the latest published format available from the MOS. However, the MOS may accept proposed changes in an earlier published format, if the MOS concludes that the differences are immaterial to the proposed changes. If the MOS concludes that the current form must be utilized, the proposer may be given up to 20 additional days to resubmit the proposed changes in the current format.

Specific changes in text or values are required and must be substantiated. The Manager of Standards will return to the submitter any change proposals that do not meet these requirements. Supplemental background documents to support changes submitted may be included.



FORM FOR SUBMITTAL OF PROPOSED CHANGE TO ASHRAE STANDARD  
UNDER CONTINUOUS MAINTENANCE

(Please type)

1. Submitter: \_\_\_\_\_  
(name—type)

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

I hereby grant the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) the non-exclusive royalty rights, including non-exclusive royalty rights in copyright, in my proposals and I understand that I acquire no rights in publication of this standard in which my proposal in this or other similar analogous form is used. I hereby attest that I have the authority and am empowered to grant this copyright release.

Author's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** Use a separate form for each comment, completing each section (including Sections 1 and 2) to facilitate processing.

2. Number and Year of Standard:

3. Clause (i.e., Section), Subclause or Paragraph Number, and Page Number:

4. I Propose To:            ☐ Change to read as shown            ☐ Delete and substitute as shown  
(check one)            ☐ Add new text as shown            ☐ Delete without substitution

(Indicate the proposed change by showing a strikeout line through material to be deleted and underlining material to be added. After showing the text to be changed, insert a horizontal line and state the purpose, reason, and substantiation for the proposed change. Use additional pages if necessary.)

5. Proposed Change:

6. Purpose, Reason, and Substantiation Statements:

(Be brief; provide abstracts of lengthy substantiation; full text should be enclosed for reference on request by project committee members.)

☐ Check if additional pages are attached. Number of additional pages: \_\_\_\_\_

**NOTE:** Use separate form for each comment. Submittals (MS Word 7 preferred) may be attached to e-mail (preferable), submitted on diskettes, or submitted in paper form by mail or fax to ASHRAE, Manager of Standards, 1791 Tullie Circle, NE, Atlanta, GA 30329-2305.

E-mail: [change.proposal@ashrae.org](mailto:change.proposal@ashrae.org) Fax: 404-321-5478

# ELECTRONIC PREPARATION/SUBMISSION OF FORM FOR PROPOSING CHANGES

An electronic version of each change, which must comply with the instructions in the Notice and the Form, is the preferred form of submittal to ASHRAE Headquarters at the address shown below. The electronic format facilitates both paper-based and computer-based processing. Submittal in paper form is acceptable. The following instructions apply to change proposals submitted in electronic form.

Use the appropriate file format for your word processor and save the file in either Microsoft Word 7 (preferred) or higher or WordPerfect 5.1 for DOS format. Please save each change proposal file with a different name (example: prop001.doc, prop002.doc, etc., for Word files—prop001.wpm, prop002.wpm, etc., for WordPerfect files). If supplemental background documents to support changes submitted are included, it is preferred that they also be in electronic form as wordprocessed or scanned documents.

Electronic change proposals may be submitted either as files (MS Word 6 preferred) attached to an e-mail (uuencoded preferred) or on 3.5" floppy disk. ASHRAE will accept the following as equivalent to the signature required on the change submittal form to convey non-exclusive copyright:

Files attached to e-mail:

Electronic signature on change submittal form (as a picture; \*.tif or \*.wpg), or e-mail address.

Files on disk:

Electronic signature on change submittal form (as a picture; \*.tif or \*.wpg), listing of the submitter's e-mail address on the change submittal form, or a letter with submitter's signature accompanying the disk or sent by facsimile (single letter may cover all of proponent's proposed changes).

Submit e-mail or disks containing change proposal files to:

Manager of Standards

ASHRAE

1791 Tullie Circle, NE

Atlanta, GA 30329-2305

E-mail: [change.proposal@ashrae.org](mailto:change.proposal@ashrae.org)

(Alternatively, mail paper versions to ASHRAE address or Fax: 404-321-5478.)

The form and instructions for electronic submittal may be obtained from the Standards section of ASHRAE's Home Page, <http://www.ashrae.org>, or by contacting a Standards Secretary, 1791 Tullie Circle, NE, Atlanta, GA 30329-2305. Phone: 404-636-8400. Fax: 404-321-5478.

Email: [standards.section@ashrae.org](mailto:standards.section@ashrae.org).



## **POLICY STATEMENT DEFINING ASHRAE'S CONCERN FOR THE ENVIRONMENTAL IMPACT OF ITS ACTIVITIES**

ASHRAE is concerned with the impact of its members' activities on both the indoor and outdoor environment. ASHRAE's members will strive to minimize any possible deleterious effect on the indoor and outdoor environment of the systems and components in their responsibility while maximizing the beneficial effects these systems provide, consistent with accepted standards and the practical state of the art.

ASHRAE's short-range goal is to ensure that the systems and components within its scope do not impact the indoor and outdoor environment to a greater extent than specified by the standards and guidelines as established by itself and other responsible bodies.

As an ongoing goal, ASHRAE will, through its Standards Committee and extensive technical committee structure, continue to generate up-to-date standards and guidelines where appropriate and adopt, recommend, and promote those new and revised standards developed by other responsible organizations.

Through its *Handbook*, appropriate chapters will contain up-to-date standards and design considerations as the material is systematically revised.

ASHRAE will take the lead with respect to dissemination of environmental information of its primary interest and will seek out and disseminate information from other responsible organizations that is pertinent, as guides to updating standards and guidelines.

The effects of the design and selection of equipment and systems will be considered within the scope of the system's intended use and expected misuse. The disposal of hazardous materials, if any, will also be considered.

ASHRAE's primary concern for environmental impact will be at the site where equipment within ASHRAE's scope operates. However, energy source selection and the possible environmental impact due to the energy source and energy transportation will be considered where possible. Recommendations concerning energy source selection should be made by its members.

86156

PC 3/05

Errata noted in the list dated 2/23/2005 have been corrected



**ERRATA SHEET FOR FIRST PRINTING AND REPRINT 3/05**  
**ANSI/ASHRAE STANDARD 62.1-2004**  
**Ventilation for Acceptable Indoor Air Quality**

**June 3, 2005**

The corrections listed in this errata sheet apply to the first printing and reprint of ANSI/ASHRAE Standard 62.1-2004 identified on the outside back cover as “86156 PC 12/04” for the first printing and “86156 PC 3/05” for the reprint. The shaded item has been added since the previously published errata sheet dated February 23, 2005 was distributed.

**NOTICE:** ASHRAE now has a list server for Standing Standards Project Committee 62.1 (SSPC 62.1). Interested parties can now subscribe and unsubscribe to the list server and be automatically notified via e-mail when activities and information related to the Standard is available. To sign up for the list server please visit **Standards List Servers** on the Standards and Codes section of the ASHRAE website at <http://www.ashrae.org/template/AssetDetail/assetid/22410>.

**Page   Erratum**

- 22   **Appendix A Definitions.** In the definitions for “ **$P_S$  System Population:**” and “ **$P_Z$  Zone Population:**” change Section “6.2.5.2” to “6.2.6.2”.

- 22   **Appendix B Summary of Selected Air Quality Guidelines.** Replace the existing note preceding the informative appendix with the following:

(This appendix is not part of this standard. It is merely informative and does not contain requirements necessary for conformance to the standard. It has not been processed according to the ANSI requirements for a standard and may contain material that has not been subject to public review or a consensus process. Unresolved objectors on informative material are not offered the right to appeal at ASHRAE or ANSI.)